



Guest Network Administration Account Application

Division of Information Technology
 Carter Hall • (910) 775-4340 • doit@uncp.edu • <http://www.uncp.edu/doit>

Submit the original hard copy to the DoIT main office (Carter Hall) or Help Desk (D.F. Lowry Bldg., Room 110)

Department Administering Account:	
Department Director/Program Sponsor:	
Guest Contact Information	
Guest Name (First, MI, Last):	
Guest Phone:	
Guest Email Address:	
University Affiliation: (Purpose for access/event)	
Duration of Access: (List multiple dates if necessary)	

This request must be submitted to the Program Administrator to obtain a username and password for guest wireless Internet access. Program Sponsors must submit the original form to DoIT within 10 business days following event.

ACCOUNTS ARE SUBJECT TO THE FOLLOWING REGULATIONS:

Guests are subject to appropriate usage of UNCP network resources as outlined in UNCP's Appropriate Use Policies (AUP), which can be found at <http://www.uncp.edu/doit/policies/policy0103.html>. Program Sponsors are responsible for actions and activities associated with accounts under their supervision and should communicate appropriate use expectations to their sponsored guest(s).

CONDITIONS OF THIS REQUEST

This request is for authorization to use computer systems for university-related business ONLY. Responsible and ethical use is mandated in accordance with the policies of the State of North Carolina, the University of North Carolina at Pembroke and the Office of the Division of Information Technology. All federal and state criminal statutes and restrictions also apply.

RESPONSIBILITIES OF USERS

Program Sponsors and Program Directors are responsible for the guest account application forms, for tracking to whom usernames are assigned, and must become familiar with policies outlined in UNCP's Appropriate Use Policy (<http://www.uncp.edu/doit/policies/policy0103.html>). A partial listing of violations include:

- Any communication, which violates applicable laws and regulations, including harassment.
- Messages that are likely to result in loss of recipient's work or systems.
- "Chain letters" or "broadcasting" messages to lists or individuals, which could cause congestion of networks or otherwise interfere with the work of others.
- Any unauthorized use of personal accounts by individuals who are not legitimate owners or by individuals other than faculty, staff or students.
- Game playing.
- Copying or attempting to copy any software or data without authorization.

I understand that failure to comply with any of the regulations or conditions stated above or in the UNCP User Guide will result in loss of privileges and/or legal charges and I agree to abide by these terms.

_____ / ____ / ____
 Guest Signature Date

Division of Information Technology Use Only	
System _____	Username _____
Authorization _____	Date ____ / ____ / ____