

PRINT: Last Name First Name Init. Class Yr. / DCP / DSP
Admin. / Faculty / Staff

Cohort	Location
DCP / DSP / Students Only	

Albright College Information Technology Services Ethical and Legal Practices Agreement

Respect for intellectual labor and creativity is vital to academic discourse and enterprise. This principle applies to works of all authors and publishers in all media. It encompasses respect for the right to acknowledgement, right to privacy, and right to determine the form, manner, and terms of publication and distribution.

Because electronic information is volatile and easily reproduced, respect for the work and personal expression of others is especially critical in digital environments. Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorized access, and trade secret and copyright violations, may be grounds for sanctions against members of the academic community.

As a condition of my receipt of an account to access information technology resources at Albright College, I have read, and do agree to the following conditions:

1. I understand that any user account opened by me is to enable me to further my academic studies or fulfill my job responsibilities and may not be used for commercial activity of any kind.
2. I understand that any user account opened by me is to be used by me only, and I agree not to make the account available to any other person. I will make all reasonable attempts to protect the privacy of the account and to keep all passwords secret.
3. I will make no intentional effort to access, nor will I access, any user account for which I do not have written authorization for use. I will make no intentional effort to access, nor will I access any file, data, or program that is not made available to me through the normal procedures of the IT Services department.
4. I will not intentionally create, stream, download, store, access, or view, nor cause to be created, streamed, downloaded, stored, accessed, or viewed, any file, data, program, or other material that is not immediately relevant to my academic course or job requirements. This prohibition includes, but is not limited to, games, obscene or objectionable material, and any commercial material.
5. I will not intentionally use any system, or any system resources, to disrupt the work of another user. This prohibition includes, but is not limited to, the deletion or modification of any file, data, notes, or printouts that belong to another person; the removal, alteration, or modification of any equipment or hardware that is a part of any system for delivery of IT resources.
6. I will not intentionally copy or modify, nor attempt to copy or modify, any software made available to me through any agency of the College.
7. I will not intentionally alter, modify, or delete any files stored on computers made available to me through the College computer labs.
8. I have read and understand the *Ethical and Legal Practices Agreement* and I agree to honor it. I understand that any violations of this policy are considered violations of the *Policy on Academic Dishonesty* as stated in the College catalog. I understand that I am accountable for violations of this policy under all applicable guidelines set forth in the Albright College Student, Faculty, or Employee Handbook, as the case may be. I understand that any violations may result in the cancellation of any further user privileges, and that I may be the subject of civil suits to recover the cost of any damages I may cause and that I may be subject to criminal prosecution if any such activities are believed to be illegal.
9. I agree to honor any additional policies on electronic communications that may be established by Albright College.

Signed: _____ Date: _____