

# Application and Conditions for use of UpUnet-S

Please print with ink or ballpoint pen!

First name:

Surname:

Personnummer\*:

E-mail address\*\*:

\* If you don't have a Swedish «personnummer» (national identity number), use the P-number or T-number from the Study Counsellor's Office or studera.nu.

\*\* Messages about the account activation process will be sent to this e-mail address.

## E-mail forwarding

I want to forward e-mail to the coming student e-mail address to the e-mail address above.

## E-mail directory/address directory accessible via the Internet

Yes, I want to be included in the directory (name and e-mail address)

Yes, I want to be included in the directory (name, phone number, home and e-mail address)

No, I don't want to be included in the directory

## Marketing

According to section 11 of the Swedish Personal Data Protection Act I reject data about me being used for direct marketing purposes. For further information, please consult the «UpUnet-S Acceptable Use Policy».

## Letter with user profile (username, password och e-mail address)

I want my user profile sent to the current registered physical address in the university student registry.

I want pick up my user profile at the reception at the Division for IT and Procurement (building 3 at Polacksbacken in Uppsala) when the account activation message is received to the e-mail address above. For the reception opening please see hours <http://uadm.uu.se/iti/Kontakt>.

## Affirmation of Conditions For Use

I have read the «UpUnet-S Acceptable Use Policy», and hereby declare that I will follow these rules. I am also aware that I have to follow the local rules of the department/campus area, as they apply. I also declare that I will make myself acquainted with and follow all subsequent changes of these same rules. I am aware of the consequences that can arise from violating these rules.

Signature

Place and date

Mail your application to UpUnet-S, Uppsala universitet, Box 887, 751 08 UPPSALA

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# UpUnet-S Acceptable Use Policy (AUP)

2009-06-22

## General

As an active student at Uppsala University you can have access to the university computer network UpUnet, and through it SUNET and other parts of the Internet. To be able to use the services that are associated with Uppsala University's network for students - UpUnet-S - you must apply for a personal user identity. With the identity comes for example, an e-mail address, a personal page with study information, a homepage, and a file area. You will keep the same e-mail address and username throughout your study period at the university.

If you use the network through a department/campus area or through a permanent connection to UpUnet-S in a student room/flat, you must also follow the local department/campus area/housing landlord regulations.

If you are using your user identity to access the network on an other higher educational institution their acceptable use policy applies. Note that UpUnet-S acceptable use policy applies when applicable.

The rules stated here apply, where applicable, regardless whether you access the network through

- wireless network
- permanent connection at the university
- permanent connection in student housing
- or in any other way.

The rules also apply to those who only use their user identity to access the university services.

The rules also apply, when applicable, to students, faculty and staff at other higher educational institutions who are using permanent connection or wireless network at Uppsala University or in student housing connected to UpUnet-S.

## Network Access

As an active student at Uppsala University you are entitled to a user identity for access to computers, services and student network at Uppsala University. This user identity is personal and may only be used by you. This means you must not let anyone else use it, nor must you use another person's user identity.

You are personally responsible for all traffic from the user identity, and should consequently keep your password to yourself (cf. credit card codes, etc). If you lose your password you must immediately report this to the UpUnet-S Support, so that your passwords can be changed.

To get access to the network you must sign and send in the "Application And Conditions For Use of UpUnet-S" form. Each semester the student records database will be checked to see if you are still an active student at Uppsala University. If not, your user identity will be terminated. By "active student" is meant that you are registered on an undergraduate course or that you are conducting registered postgraduate work during the semester in question.

## Using the Network

You will get an account to use the network primarily for your studies/research at Uppsala University.

You are required to follow Swedish law and regulations and SUNET's ethical rules. The ethical rules state it as unethical when someone is:

- trying to get access to the network resources without the right to do so;
- trying to hide his/her identity;
- trying to disturb or interrupt the intended use of the network;
- clearly wasting available resources (personnel, hardware, or software);
- trying to disrupt the integrity of the computer-based information;
- encroaching upon other users' private lives; or
- trying to insult or degrade others.

Your account will allow you to design a personal homepage on a central web server at UpUnet-S. You are personally fully responsible for all its contents. In addition to the SUNET rules, the following rules apply:

- your homepage is intended to promote your studies at Uppsala University;
- your homepage must not be used commercially, but only for personal use;
- your homepage must not contain material that can be regarded as unethical, discriminative, or in other ways offensive;
- no copyright material must be published without due permission; and
- in all other ways adhere to Swedish legislation and other regulations.

## Network Services

You are not allowed to provide any publicly accessible net service through UpUnet-S without the permission of the university. With publicly accessible net service is meant connection of network - e.g. wireless networks - and server services - e.g. web-, game- and file sharing-servers.

## Passwords

Passwords must be of high quality. They are personal and must be kept secret.

A password of good quality is:

- Passwords shall be at least 10 characters, preferably longer.
- They must not consist of a word present in any dictionary, neither Swedish nor in another language - nor surnames, trademarks, brand names or easily recognizable strings like «qwerty», vehicle registration numbers, pet names, etc.
- Nor a doubled word, written backwards, with a number before or after.
- Passwords must be changed if there is a possibility that someone else has gained access to them.

A high quality password could for example be a personalized misspelled sentence containing capitals and small letters, numbers and special characters mixed in.

Passwords used within UpUnet-S must not be used for social networks, chat sites or other sites outside Uppsala universitet.

Whenever possible, use different passwords for different services. Since network traffic can be monitored, always make sure logon methods that do not send passwords in cleartext are used. For example - when logging into websites, check that HTTPS is used.

## Secrecy

UpUnet and connected department networks are, from a computer security point of view, to be regarded as open. You must consequently always consider the risk that unauthorized persons overhear your traffic.

If you, e.g. in connection with an examination or essay, are transferring sensitive or classified information (e.g. personal information) over the network, you are required to protect it in a suitable way, for instance through encryption. All handling of personal information must be done according to the Swedish Personal Data Protection Act (SFS 1998:204), and in all other ways adhere to Swedish legislation.

## Marketing via E-mail

When you apply for an UpUnet-S account and in the web interface in the authorization system you can state that you do not wish to have your e-mail address used for marketing by e-mail. This does not mean that so-called SPAM can be fully avoided, only that the university will strive to keep your e-mail address from being used for marketing purposes.

## Logging of the Traffic

When you receive permission to use UpUnet you automatically allow your network traffic to be logged, and that the network security personnel at the IT Support Department, who have been given this responsibility by the university, may inspect these logs.

## Connecting Computers

When you connect your computer to UpUnet-S to reach the outside world, other students can reach your computer in the same way. You must consequently protect your computer. Furthermore, you must see to it that you do not expose your files unintentionally, e.g. file sharing services.

When your computer is connected to UpUnet-S you must not simultaneously have any modem that others can dial in to, a wireless network or any other public network connected to your computer.

Different operating systems demand different efforts in order to be safe. You are personally solely responsible for the safe connection of your computer.

## Violation of these Rules

Any person violating or being suspected of violating these rules can be disconnected from the network for enquiry. Furthermore, disciplinary or legal actions may be taken.

The current version of «UpUnet-S Acceptable Use Policy» is available at <http://uadm.uu.se/iti/student/UpUnet-S/AUP>.