

# TAMU-Commerce ID Lookup Application

August 7, 2007

1. I agree that by requesting this account I will be responsible for its security and understand that I may be held liable by the University as a result of any unauthorized access to the system by my negligence in protecting the security of my account. I agree to notify Computing, Telecommunications & Information Services immediately if I have any reason to believe the security of my account has been violated. I will be the only user of this account.
2. I understand that users do not own accounts on University computers, but are granted the privilege of exclusive use. See Electronic Communications Privacy Act of 1986 (title 18 U.S.C. sections 2510 et. seq.)
3. I understand that any attempt to circumvent data protection schemes or uncover security loopholes is a violation of state and federal law.
4. I understand that knowingly or carelessly performing an act that will interfere with the normal operation of computers, terminals, peripherals or networks is prohibited.
5. I agree to respect copyright and intellectual-property rights. Users must adhere to the Texas A&M University-Commerce Administrative Rule 25.99.08.R1 section 3, and the terms and conditions of any and all software licensing agreements and/or copyright laws as specified by the vendor or licensor.
6. I agree to abide by the University rules regarding use of electronic mail facilities as detailed in the Texas A&M University-Commerce Administrative Rule 25.99.08.R1 sections 4, 5 and 6.
7. I understand that upon termination of employee status this account will be removed.

Texas A&M University-Commerce Administrative Rule 25.99.08.R1 is located at:

<http://www.tamu-commerce.edu/administration/Rules&Procedures>

By completing this application form, I **agree** to abide by the above as well as all A&M-Commerce rules and regulations. I further understand that if I violate any of these rules that my account may be disabled and disciplinary action may be taken.

## **Login Information**

This account uses your network login for authentication.

Please remove this sheet and keep for your records.

## Texas A&M University-Commerce ID Lookup Access Request

**Name:** \_\_\_\_\_ (Print clearly!)

**Campus Wide ID:** \_\_\_\_\_

**Department:** \_\_\_\_\_ **Office Phone:** \_\_\_\_\_

**List the reasons for use:** \_\_\_\_\_

\_\_\_\_\_

**EMPLOYMENT STATUS:** (Check only one)

- Faculty/Staff
- GA, TA, or Student Employee
- Temporary

**User's Statement of Responsibility:**

I understand that I will be in violation of University regulations and state and federal law if I gain or help others gain unauthorized access to the ID Lookup webpage. I acknowledge that neither I nor anyone else possesses the authority to allow anyone to use my username or password.

I understand that by the virtue of my employment with Texas A&M University-Commerce, I may have access to records which contain individually identifiable information. The disclosure of individually identifiable information is prohibited by the Family Educational Rights and Privacy Act of 1974. I fully understand that the intentional disclosure of this information to any unauthorized person could subject me to criminal and civil penalties imposed by law. I further acknowledge that such willful or unauthorized disclosure violates Texas A&M University's policy and could constitute just cause for disciplinary action. Disciplinary action could include termination of my employment regardless of whether criminal or civil penalties are imposed.

Signature below indicates acceptance of the Statement of Responsibility.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Dept. Head Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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(FOR OFFICE USE ONLY)

ID Verified By: \_\_\_\_\_ Added by \_\_\_\_\_ Date \_\_\_\_\_