Southern Cross University

Technology Services

Please read Computer Conditions of Use Policy before signing Application form .
Go to http://www.scu.edu.au/it/conditionsofuse

Application for Connection of Personal Equipment to SCU Network

NOTE: It is your responsibility to backup your data before delivering any personal equipment to Technology Services (TS).

I _____, hereby agree to TS Staff assisting me to configure my personal computer, which is a non Southern Cross University asset to the University's network.

I also agree to abide by the following terms and conditions:

- SCU assets have priority for network resources; I will only be granted network access if a network port is available.
- TS reserve the right to reclaim network ports when availability restricts the use of SCU equipment.
- I agree that I will only use network ports (Data ports) that are especially dedicated for personal equipment.
- I agree to use my connection to the Southern Cross University Network for Academic/Research Purposes only.
- I will be responsible for ensuring that my computer has a Network Card installed and that the Network Card is approved and meets TS standards.
- I accept all liability for my equipment while on Southern Cross University premises.
- I am responsible for securing my equipment from theft and access from others.
- I am responsible for any or personal software and peripherals attached to my computer.
- I agree to supply all my own software and provide licenses to cover this software.
- I agree to TS installing Southern Cross University's current anti-virus program and uninstalling any other anti-virus programs on my system.
- I shall not install software that may conversely impact on IT facilities or services, or that which is not academic or research related.
- Servers of any description are not to be connected to the University. (This includes web servers.)
- The Technology Services Directorate of Southern Cross University makes no warranty, guarantee or promise, express or implied, concerning the servicing of personal equipment, and accepts no responsibility for equipment malfunction or hardware fault while the equipment is on Southern Cross University premises.
- I am entitled to Technical Phone Support for Email and Network connectivity only. I agree that I am not entitled to any Onsite Technical Support other than to the data connection.
- This Agreement is subject to review by the Director of TS and access may be terminated at any time without notice.

What TS will install on your personal equipment

TS will **not** install any Service Packs on personal computers. Please ensure the latest Service Packs are installed before delivering your computer to TS.

****MANDATORY SOFTWARE INSTALLS & CONFIGURATION**

1. Systems Centre EndPoint Protection (SCEP)installed and configured to update. *Please note:* Other anti-virus programs, third party firewalls and internet security programs will be uninstalled from your computer.
2. Personal equipment will be renamed: PL-username-location
3. Windows Updates will be set to automatically install
4. Network settings will be configured for our network
5. Altiris client installed for desktop management

***Short-term connections (eg contractors) may negotiate alternative installs*

ON REQUEST: if printing is required

1. Please supply details of the printer model and printer room number for setup.

PERSONAL DETAILS:

Applicants Name:_____
School/Directorate: _____
Applicant is (Please tick) -
Student o Visitor o Contractor o Trainee staff o
Member of SCU Governing bodyo
Staff of SCU Industry partner o Partners name_____
Location where computer will be in use:_____
Contact Phone Number (on Campus): _____
Contact Phone Number (off Campus): _____
Email Address: _____

I have read and understood Southern Cross University's Computing Conditions of Use Policy.

Applicant Signature:_____Date_____

This form must be signed by both the Head of School/Cost Centre and Client Services Manager, TS before installation will occur.

Name	Name
_____	_____
Signed	Signed
_____	_____
Head of School/Cost Centre	Client Services Manager, TS
Date: _____ /_____/_____	Date: _____ /_____/_____