



Southwestern Indian Polytechnic Institute

Information Technology

Student/Staff SIPI Domain Computer Use Policy

Computer and Internet access is required for all enrolled students to obtain information and assistance to further their education while at SIPI. Students/Staff are authorized to use the SIPI domain computer facilities at SIPI after they have:

- **Read the SIPI IT Acceptable Use Acknowledgment form**
- **Signed the Acknowledgement Form**
- **Received their own personal account**

Students must present a valid SIPI student ID in order to open or change their account.

DO NOT SHARE YOUR USERNAME AND PASSWORD, & LOG OUT OF YOUR SIPI ACCOUNT FULLY. CYBERSECURITY IS PARAMOUNT AT SIPI.

Monitoring: All network activity will be monitored and/or audited periodically by the Information Technology staff based on SIPI needs. All activity to and from the Internet is logged and monitored by the Bureau of Indian Education and SIPI. The BIE is automatically blocking its internet gateways to known inappropriate sites. However, just because an inappropriate site is not blocked does not mean that it is authorized for access. You must use good judgment. Each individual is expected to refrain from accessing inappropriate sites.

Software: Unless specifically authorized in writing by the manufacturer of the software, software and documentation relating to the use of the software may not be duplicated. Personal software is not allowed on any SIPI computer system without the expressed written permission of the SIPI President and the Network Administrator.

Policies: Students are generally allowed to use SIPI computing facilities for educational and related personal use as long as that use does not interfere with the SIPI mission, conflict with specific labs, or is listed below. Specifically, students may not:

- access the Internet (with SIPI equipment or facilities) for any commercial or unauthorized purposes including, but not limited to any fraudulent, threatening, defamatory, harassing or obscene communications;
- attempt to defeat or circumvent any security measures, controls, accounts or record-keeping systems;
- Gambling;
- Viewing or downloading sexually explicit material;
- Downloading or installing peer to peer or file sharing software running on laptops or computers;
- Endorsement of any outside products, services or organizations; and live streaming or video streaming music, images, or information;
- receive or transmit material that misrepresents, or is inconsistent with the mission of SIPI;
- receive or transmit material that contains any pornographic content;
- receive or transmit any material that is in violation of any U.S. Laws, Laws of the State of New Mexico, or the policies of the Southwestern Indian Polytechnic Institute;
- invade the privacy of others or disclose non-public information for unauthorized purposes;
- violate copyright law compromising the SIPI network are not allowed.

Violations: Violation of IT Acknowledgement form relating to the use of SIPI computers and/or the Internet may subject the user to termination of access, disciplinary action or prosecution as deemed appropriate. Any inappropriate or improper use of any Network or Computer Resource by any user should be reported immediately to the Network Administrator. SIPI Information Technology staff will disclose any illegal or unauthorized activities to appropriate SIPI personnel and law enforcement agencies.

ACKNOWLEDGEMENT of Form

Each individual upon signature for authorization to utilize SIPI IT resources and facilities, shall be required to sign receipt of the following statement:

“I hereby certify that I have received a copy of the Southwestern Indian Polytechnic Institute IT resource Acceptable Use rules, and agree to the terms and conditions stated. I understand that any violation of the terms of these rules may result in suspension or termination of my access, privileges, and disciplinary action in accordance with the appropriate guideline for the user. I further understand that the improper usage of any SIPI proprietary and non-proprietary software may result in disciplinary action. In the event that my conduct utilizing the SIPI network, IT resources or email access causes civil liability or monetary loss, I acknowledge that I may be required to indemnify the Southwestern Indian Polytechnic Institute”.

Last Name, First Name, Middle Initial

Student Number

Signature

Date

Account Setup Date

SIPI Information Technology Staff

User Id: _____

Email Account: _____