

Request for Access to Tufts University E-resources

Form Submission Options:

Please present the completed form with a valid student or employee / hospital ID to:

Fax - (617) 636-4039

In person - Learning Resource Center (LRC) IT Service Desk, Hirsh Health Sciences Library, 145 Harrison, Sackler 5, Boston

You must include a copy of your student or employee / hospital ID when faxing*

Account Delivery Options:

Your Tufts username (UTLN) and instructions on how to reset your password will be emailed to you.

Your password will be distributed to you by one of these four ways: (Please select only *one*)

Select One* Delivery Method

- Text your password to your cell phone (**Recommended**)
- Call you with your password
- Leave your password on your personal voicemail
- Pick up your password at the LRC IT Service Desk

Applicant Information:

Name*			Tufts Username / UTLN (if known)
First	MI	Last	
Email*			Birth Date*
Campus or Local Mailing Address*			Phone Number*
Institution / School*	Department*	Division	

Service Required: (You do *not* need Tufts University email to access library resources)

Select Any* Available Services

- Tufts username (UTLN) for access to electronic resources, TUSK, and wireless internet
- Tufts University email
- Reset password

Read and Sign:

I certify that I am authorized to access and use the Tufts University computing resources. In being granted the privilege of using the Tufts computing facilities and networks, I agree to abide by the Tufts University Responsible Use Policies as are publicly posted on the University Web site (<http://uit.tufts.edu/?pid=444>) and generally distributed.

Applicant's Signature*	Date*

Staff Use Only		
Staff Signature	ID Verified (select one)	Date Request Fulfilled
	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Tufts University Information Technology Responsible Use Policy

Use of Tufts University Information Technology facilities and services is a privilege extended in good faith to the faculty, students, and staff of Tufts University.

Tufts University cannot guarantee the privacy of users' computer files, network communications, nor the anonymity of any user.

Users of these facilities and services agree to the following rules:

1. Tufts' computing and network facilities and services may be used only by authorized persons for legitimate purposes relating to teaching, course-work, research, and administration at Tufts University. Commercial use of these facilities and services, except for authorized Tufts University business, is prohibited. Reselling of network services using Tufts University resources is not permitted.
2. Without proper authorization, no one may use or attempt to use, either at Tufts or by means of Tufts' resources, any system, account, user ID, password, electronic mail address or network address. Without proper authorization, no one may access or attempt to access, either at Tufts or by means of Tufts' resources, any data, computer equipment or computer network. "Access" includes, but is not limited to, reading, writing, creating, deleting, copying, moving, connecting or disconnecting cables or devices, changing equipment settings, wiretapping and packet snooping. "Data" includes, but is not limited to, printouts, contents of diskettes or other computer media, and data communications. Tufts specifically prohibits attempts to disrupt, subvert, or circumvent intended security of any data, communications, system or password.
3. No one may use Tufts' computing and network facilities for inappropriate or illegal purposes such as the playing of practical jokes, deliberate breaching of security, the sending of abusive, harassing or offensive material, chain letters, mail forgery, deliberate interference with the work of others, or the introduction of computer viruses.
4. No one may copy or attempt to copy copyrighted software, run or attempt to run illegally-copied software, either at Tufts or by means of Tufts' resources, or in any other way violate license agreements into which Tufts has entered.
5. Each user is responsible for all use of any account, Tufts connect access, or Internet address issued to him or her. No one may share use of a personal computer for the purpose of providing Tufts connect access to other individuals. No user may disclose his or her password to anyone, including UIT or other Tufts staff. Each user must choose passwords that comply with guidelines for effective password protection.

Accounts and network access may be administratively suspended with or without notice by UIT staff when, in their judgment, continued use of Tufts' resources may interfere with the work of others or places the University or others at risk. Any violation of the Responsible Use Policy by a student may be the cause for a disciplinary complaint to their School's appropriate disciplinary authority, which could lead to loss of computing privileges, suspension, or expulsion. Staff and faculty violations will be addressed by appropriate disciplinary procedures.