



LANCASTER BIBLE COLLEGE

Computer Acceptable Use Policy (AUP)

Computer network and internet access is provided for students and employees of Lancaster Bible College for the purpose of furthering students' education and providing tools for faculty and staff in support of their duties. All members of the LBC family must respect areas on the network that are not for general access, and refrain from accessing sites on the Internet, which are not conducive to spiritual growth. In addition, all must realize that there are file and resource limitations:

Terms and Conditions

1. **Privileges** – The use of network and Internet is a privilege, not a right, and any inappropriate use may result in the loss of this privilege and/or disciplinary measures. The College administration is responsible for this Computer Acceptable Use Policy (AUP).
2. **Network Etiquette** – While on the computer network, all persons must conduct themselves in a responsible, ethical, polite, and Christ-like manner.
3. **Security** – Private computer accounts and files must be respected. Your computer account name and password are assigned to you by the College. **Do not reveal these to anyone.** LBC reserves the right to view and log all computer usage, and access or attempted access to inappropriate sites will be cause for disciplinary action.

Please take care to log off the network when you are not using your computer. The College will investigate allegations of fraud or unauthorized access, but it is imperative that you log off the network when you are not using your computer

4. **Acceptable Use** – The purpose of the computer network is to support the educational mission of the College. Your use of it must be consistent with the educational objective and mission of Lancaster Bible College. The College filters inappropriate Internet sites, reserves the right to deny access, and logs all Internet activity.

5. **Prohibited Use** – The activities listed below are strictly prohibited by all users of the network.

- a. Allowing an unauthorized person to use an assigned account.
- b. Transmission of any material in violation of any governmental regulation or law, such as, but not limited to: copyrighted, threatening, offensive, obscene, or protected by trade secret. Some examples are unauthorized downloading of copyrighted music or films.
- c. Accessing, attempting to access, or transmission of any prurient sexually oriented, other indecent, offensive, objectionable, inappropriate, or other anti-social material.
- d. Participation in inappropriate or objectionable on-line chat rooms or news groups.
- e. Ordering or purchasing of any material or service in the college name without authorization.
- f. Attempting to obtain or modify files, passwords, or data belonging to other users or attempting to circumvent system security, guess passwords, or in any way gain unauthorized access to any computer resources by any means.

- g. Modification or destruction of school computer resources.
- h. Use of any computer to facilitate any illegal activity.
- i. Use of any computer to misrepresent others.
- j. Use of any computer and related College facilities for any commercial activity.
- k. Use of the LBC network or e-mail systems to send any type of mass e-mail without the specific permission of the Associate Vice President for Student Services.

6. **Disk Space and Bandwidth** – There are limits to disk space and internet bandwidth; therefore it is important that information in subdirectories and mailboxes be deleted regularly. The College reserves the right to place limits on an individual's disk space and deny access to Internet sites that could use an inordinate amount of bandwidth.

7. **E-mail and Personal File Space** – You have been provided with a network account and e-mail privileges. While that is protected from access by others, administrators of the computer network can access and read all material and the College reserves the right for them to do so.

8. **Disclaimer** – Lancaster Bible College makes no warranties of any kind, whether expressed or implied, for the services provided. LBC will not be responsible for damages you suffer, including but not limited to loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions. Use of any information obtained via LBC network is at your own risk.

9. **Acceptance by Students** – I have read and understand the above Terms and Conditions and will abide by them. I understand that this access is designed for educational purposes. I accept full responsibility for any of my activity on the computer system. Should I commit any violation of the terms or intent, I recognize that I will be subject to disciplinary and/or legal action and my access privileges may be revoked.

10. **Higher Education Act Compliance (HEA)** – Lancaster Bible College complies with and enforces, to the extent practicable the Higher Education Act. This includes, but is not limited to, the following:

- a. LBC does not permit Peer to Peer (P2P) files sharing of copyrighted materials and will discipline any student participating in illegally distributing copyrighted materials.
- b. LBC uses a variety of commercial products, including bandwidth shaping utilities, designed to reduce or block illegal file sharing.
- c. LBC does not prohibit or make any attempt to block the numerous legal alternatives for downloading of intellectual property.

For more information, please refer to the Higher Education Act.