

**SCHOOL OF MATHEMATICAL AND COMPUTER SCIENCES
COMPUTER REGULATIONS AND AUTHORISATION FORM**

To gain access to the School Computing facilities, complete this form and take it to Room 1.33 along with your matriculation card as evidence of identity. You will be asked to set a password.

I have read and agree to abide by the School Computer Regulations as described overleaf.

Year & Programme:
(eg 1st Year Computer Science)

First Names:

Surname:

Please Print

Registration Number:

Username:
(see note)

Signature:

Date:

Note: If you are a returning user, your user name will be retained and you should fill in this section. If you are a new user you will be issued with a user name on presentation of this form.

Conditions of Use for the School Computing Facilities

1. The term 'school' below means the School of Mathematical and Computer Sciences, Heriot Watt University. The term 'facilities' below includes access to computing and all ancillary services provided by the school such as documentation, advisory consultancy, etc.
2. Authorised users of the facilities comprise members of staff of the school, under- and post-graduate students following a programme offered by the school, and such others as may be authorised from time to time by the School's Computer Manager.
3. Authorised users may be permitted to use all or part of the facilities as advised. Use of the facilities is free of charge only in connection with an authorised user's own studies, research, or teaching activities. Further, such use is free of charge only inasmuch as it pertains directly to the user's employment by Heriot Watt University or to a programme of study offered by the school.
4. Charges may be levied to cover the cost of certain consumable items.
5. Use of the facilities which does not comply with condition 3 above may be permitted only by arrangement with the School's Computer Manager, and may be subject to a charge.
6. Users must not act in any way which may compromise the security or integrity of the facilities, and may not use the facilities in such a way as to breach the copyright of any third party. Such acts are considered as disciplinary offences by the school and as such may lead to culprits being required to withdraw from their association with the school and/or University, or in serious cases to criminal proceedings. Examples of unacceptable behaviour include (but are not limited to):
 - Unauthorised reading or altering of information belonging to other users or any "system" information.
 - Knowingly introducing potentially harmful programs/data to any facility.
 - Unauthorised disclosure of passwords to others.
 - Gaining unauthorised access to any local or remote facility.
 - Using the facilities to make unauthorised copies of copyright material such as software, music or images.Attempting any of the above.
7. These conditions shall apply also to the use of computer systems accessed through the school's data communication facilities, whether within Heriot Watt University or external to it. The authorities of such computer systems may impose further conditions of use which are outside the control of the School of Mathematical and Computer Sciences.
8. No person may attach any device or signal to any school computing equipment or otherwise interfere with it in any way, without the authorisation of the School's Computer Manager or his delegated deputy, except that in the case of equipment purchased from specific research grants such authority may be issued by the appropriate grantholder.
9. The School accepts no liability for the loss, corruption, theft or unauthorised reading of any information held on or accessed through its computing facilities, howsoever caused.
10. All users are required to sign a declaration to the effect that they undertake to abide by the above conditions.

In addition, users should be aware that University Regulation 29 'Use of University Computing Facilities' also applies. The paragraphs above extend and amplify this regulation in respect of School equipment.