

**Computer Technology Office (CTO)**  
Guest Accounts

**Policy:**

All SECS Guest accounts must be tied to a current faculty or staff member. The faculty or staff member is responsible for any activity performed under the use of the account. The detected or reported violations of CTO, UTS, or University policies concerning IT resources will result in a termination of the offending account. Discrepancies concerning network and/or systems abuse will be ascribed to the account sponsor.

**Agreement:**

- You certify the Subject cannot perform necessary business for the university or approved program without an SECS network guest account.
- If the Subject's relationship with the organizational unit ends prior to the stated expiration date, you will inform the Computer Technology Office at secs@oakland.edu
- You certify you have informed the Subject of all Information Technology Acceptable Use policies and procedures as outlined in University policies 830-890 (<https://wwwp.oakland.edu/policies/information-technology/>).
- Violation of this agreement may result in disciplinary action or legal action or both.

The agreement is bound by the University FERPA Policy and OU Policy 860.

<https://wwwp.oakland.edu/policies/information-technology/860/>

I HAVE READ, UNDERSTOOD AND AGREED TO THE ABOVE TERMS.

**Sponsor:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Technology Office:**

\_\_\_\_\_  
Ticket #

\_\_\_\_\_  
Account Expiration Date