

Remedy Account Application



To obtain a Remedy Account, return this completed form to Technology Support Services (UH mail code TSS-2002 or FAX x31410). Please send e-mail to AAD@uh.edu if there are any changes to the following information.

Name: _____ UserID/PS ID _____

Department: _____ College: _____

Phone: _____

Preferred e-mail address: _____

License Type: Fixed Floating

I have received, read and understand the Security Guidelines on computer security. I agree to comply with the rules as stated therein.

Your Signature: _____ Print Name: _____ Date: _____

I understand that the Remedy Administrator, RemedyAdmin@support.uh.edu, must be notified when this applicant no longer needs access to Remedy.

Manager's Signature: _____ Print Name: _____ Date: _____

DO NOT WRITE BELOW THIS LINE

New Userid: _____

Trained By: _____

Date: _____

Computer User Responsibilities
Adapted from
MAPP 10.03.01 User Guidelines and Responsibilities; Security (7/96)

The University of Houston Information Technology Division exists to serve faculty, staff and students of the university in support of instructional and research activities. University computing facilities are a public resource and may not be used for personal or corporate profit. The following conditions apply to all users of the computing facilities.

- (1) Users of computers and computing systems must respect the privacy of other users. For example, users shall not seek or reveal information on, obtain copies of, or modify files, tapes, or passwords belonging to other users, nor may the user misrepresent others. The user may use only his/her legal name and actual title at the university.
- (2) Each computer account is assigned to a single individual who is accountable for the activity on that account. Account holders are encouraged to change their passwords frequently to ensure the security of their accounts.
- (3) Users must abide by the laws protecting copyright and licensing of programs and data. University users shall in no case make copies of a licensed computer program to avoid paying additional license fees or to share with other users.
- (4) Users must respect the integrity of computing systems. For example, users shall not intentionally develop or use programs that harass other users, infiltrate a computer or computing system, and/or damage or alter the software components of a computer or computer system.
- (5) Users must respect the shared nature of the computing resources. For example, users shall not engage in deliberately wasteful computing practices such as printing unnecessary listings; performing lengthy unnecessary computations; simultaneously queuing numerous batch jobs; or unnecessarily using public workstations, magnetic tape drives or dial-up telephones lines for extended periods of time.

Violations of these conditions are unethical and may be violations of university policy and/or criminal offenses. Users are expected to report any suspected violations to the Information Technology Support Center at 713-743-1411. When possible violations are reported or discovered, Information Technology reserves the right to investigate the possible abuse. Certain members of Information Technology may be given authority to examine files, passwords, accounting information, printouts, tapes or other materials that may aid in the investigation. While an investigation is in progress, access to computing resources may be suspended for the individual or account in question.

When possible unauthorized use of computing resources is encountered, the Information Technology Support Center shall notify the user. Should unauthorized use continue after notification of the user, the matter shall be brought to the attention of the Vice President of Information Technology, which could result in cancellation of access privileges, disciplinary review, expulsion from the university, termination of and/or legal employment action. For a complete copy of these guidelines, see the University of Houston MAPP 10.03.01 "User Guidelines and Responsibilities; Security" (7/96) and the Texas Computer Crimes Statute – Section 1, Title 7, Chapter 33, Texas Penal Code.

State law requires that you be informed of the following:

- (1) with few exception, you are entitled on request to be informed about the information the university collects about you by use of this form;
- (2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and
- (3) under section 559.004 of the Government Code, you are entitled to have the university correct information about you that is incorrect.

Account Information

Qualified individuals interested in the privilege provided by this account application must obtain the required authorization and return this form to the Information Technology Support Center.

A violation of any of the conditions listed in the security guideline documents listed above may result in the account being disabled. Also, if the holder of the account is separated from the University of Houston, the account will be disabled.

Information Technology Support Center
Phillip Guthrie Hoffman Hall, Room 116
University of Houston
Houston, Texas 77204-2002

Dept. Mail Code: TSS 2002