I. NTU Rules for User Accounts

1. At all times the Nanyang Technological University (NTU) reserves the right to review, suspend or terminate any account.

2. The computer facilities provided to user account holders by NTU shall include hardware, software and computing domains under the control of NTU including the provision of computing facilities to remote users.

3. Any act prohibited by the rules will be grounds for suspension and or termination of the user accounts. Such action will not exclude any action taken by the proper authorities in the prosecution of any breaches of the laws of Singapore.

4. The following acts are **PROHIBITED** on the computer facilities:
   a. Anything that might be considered illegal. NTU facilities may not be used to encourage any act that will be an offence under the laws of Singapore.
   b. Accessing, storage or downloading from any source or displaying, creating or transmitting in any form and language, of any obscene, distasteful, vulgar or sexually suggestive electronic pictures or graphics prohibited by the laws of Singapore.
   c. Any use of obscene, distasteful, derogatory, vulgar or sexually suggestive or discriminatory language.
   d. The provision of on-line service or web pages disseminating information regarding politics and religion without the proper licences from the Media Development Authority AND the written approval of the Chief Information Officer, NTU.
   e. Permitting other persons to use the user account or the computing facilities, whether that other person is a registered or unregistered user.
   f. Unauthorised access, copying, destroying or deleting and altering or amending of data or software programs.
   g. The introduction of 'virus' or 'worm' or any software program designed to alter any data or software in the computing facilities.
   h. The tapping of the computer facilities or its network without the written permission from the Chief Information Officer, NTU.
   i. Copying, storage, transmission and use of unlicensed copyrighted software or materials.
   j. The transmission, display or broadcasting of electronic messages or the use the computer facilities in any manner:
      i. to denigrate, satirise, degrade or defame any person, family, organisation, nation, race or religious group;
      ii. to affect or prevent any registered users’ use of the computer facilities;
      iii. for commercial, political or religious purposes, without obtaining prior written permission from the Chief Information Officer, NTU.
      iv. for or on behalf of any person, party, organisation or principal without obtaining prior written authorisation from the person, party, organisation or principal AND the written permission from the Chief Information Officer, NTU.

5. The user shall be personally liable for the maintenance of the user account to prevent the occurrence of any of the above mentioned events.

6. NTU reserves the right to access files, review or investigate any user account for the purposes of compliance with the Media Development Authority Act, and the Internet Code of Practice. NTU may disclose to the proper authorities the findings of any breaches of the Media Development Authority Act and the Computer Misuse Act. Users
are reminded that any violation of the Computer Misuse Act, Cap 50A, will be liable to a fine up to $50,000 or to imprisonment of up to 10 years or both.

7. The receipt of any transmission or electronic message of a kind that is prohibited must be reported immediately to the hotline of the Centre for IT Services (Phone: 67905228, Fax: 67910688, Email: servicedesk@ntu.edu.sg). Any failure to do so may result in the recipient being construed as a party to the prohibited act and may suffer the sanctions mentioned in paragraphs 3 and 6 above.

8. Computer Account Password
   a. You are required to keep your computer account and password confidential at all times. Should you suspect that another person is using your account, you should change your password and report this to the Centre for IT Services immediately.

   b. For security reason, you are advised to change your account password regularly. The password you select must consist of alphabets or digits and at least 8 characters long. Make sure you select a new password that you can remember and yet not so easy to be guessed by others. This measure will help to prevent others from breaking into your computer account.

II. Charges for the Use of IT Facilities at NTU Campus

The Centre for IT Services (CITS) manages the campus network and the central computing resources (e.g. email servers and web servers) to meet the academic and administrative needs of the University. For the campus tenants, wired network connection can be extended from the campus network to their offices on NTU campus.

Charges applicable for the campus tenants will be as follows:

1. **Wired network connection**
   a. For installation of new wired network connection, a one-time charge of $535.00 per network point is applicable. Provision of new network point is subjected to CITS feasibility assessment.

   b. Network subscription charge is at a flat rate of $32.10 per port per month. This fee includes a network account (without NTU email access) per port to access NTU Wireless Network and granted NTU networked resources.

   c. It is the tenant’s responsibility to acquire their own PCs or network devices and the necessary software to access the NTU network facilities.

   d. All PCs and devices connected by the tenants to the campus network must have the latest operating system patches and anti-virus software installed.

2. **Network accounts**
   a. Additional network account issued will be charged at the rate indicated in the Table below.

   b. The network account issued will not have access to NTU’s network dial-up and VPN services, unless granted.

   c. As free email service is available from many service providers, network account with NTU email access will not be issued for new applicants.
d. Table for Network accounts charges:

<table>
<thead>
<tr>
<th>Account Type</th>
<th>Rate Per Account Per Month</th>
<th>Default Disk Storage Allocated Per Account</th>
<th>Additional Disk Storage Monthly Rental</th>
</tr>
</thead>
<tbody>
<tr>
<td>Network account (without NTU email access)</td>
<td>$10.70</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Network account (with NTU email access for existing users)</td>
<td>$16.05</td>
<td>200 MB</td>
<td>$0.57 per MB</td>
</tr>
</tbody>
</table>

3. Lease of IT facilities
   a. Lease of a 24ports/ 48ports network switch is charged at $76 per month and $126 per month respectively. The rate for per day lease is $38 and $63 respectively.
   
   b. Lease of a Wireless LAN Adapter card is charged at $10.70 per day.

4. Terms and conditions governing the usage of the facilities can be found under section 1 above.

5. Recurring monthly charges will be billed on a quarterly basis. For charging purposes, partial month will be pro-rated.

6. All rates mentioned above are inclusive of 7% goods and services tax.

7. CITS reserves the right to revise the rates listed above by giving a 30-day notice.

8. For further enquiries, please contact Service Desk Phone: 6790 4357; Fax: 6791 0688; Email: servicedesk@ntu.edu.sg.

Dated: 13 May 2013