Technology and Software Access Agreement

FIRST NAME _______________________________ MI ________ LAST NAME _______________________________

TAMU UIN: __________ - ______ - __________ Note: Your UIN is located on your TAMU picture ID.

Email Address: __________________________________@tamu.edu Note: If you do not have one you can claim an account at gateway.tamu.edu

Verified by: ___________________________ (Please obtain authorization from the appropriate program office, advisor, or supervisor.)

Classification

☐ Undergraduate ☐ Distance Learning ☐ Visiting Scholar/Post-Doctoral ☐ Faculty
☐ Graduate ☐ Certificate Student ☐ Student Worker ☐ Staff

Statement of Responsibility

Upon receiving permission to access the Petroleum Engineering network and resources, I acknowledge my responsibility for strictly adhering to the Texas A&M University System Rules and Regulations, as well as State and Federal regulations. I understand that I will be subject to disciplinary action and criminal prosecution to the full extent of the law (Title 7, Chapter 33, Sec. 33.01 Texas Penal Code), if I gain or help others gain unauthorized access to the Petroleum Engineering network and resources. I agree that I shall not attempt to circumvent the computer security system by using or attempting to use any unauthorized information or transactions. I acknowledge that neither I nor anyone else possesses the authority to allow anyone to use department systems, software, or resources. By signing this form, I agree to not share my access with others.

Non-Disclosure Statement

I acknowledge my responsibility to keep private any information (personal, student, or otherwise) that may be deemed sensitive or confidential in nature that I have not been previously authorized to disclose. I understand that I will be subject to disciplinary action and criminal prosecution to the fullest extent of the law if I gain or help others gain unauthorized access to or make public in any way sensitive or confidential information.

Employee/Student Code of Computing Ethics

Department of Petroleum Engineering employees and students are subject to a high standard of computing ethics to ensure privacy and security of data. Employees and students are expected to adhere to a code of computing ethics. This contract of conduct is provided to all employees and students to define responsibilities subject to computer security and privacy. These responsibilities include the employees’ and students’ accounts, access to, and use of the Petroleum Engineering network and resources.

The standards of computing ethics for the Department of Petroleum Engineering are:

- Non-incidental personal use of computing resources is prohibited. (System Policy 33.04.02.M0.01)
- Programming code, files, e-mails, data, or other intellectual property belonging to others shall not be accessed, altered, or copied without written authorization from the owner. If academic dishonesty is suspected, immediate intervention may be taken. Such intervention must be documented and reported to the division head as soon as practical. (17.01.99.M1)
- Employees and students must comply with software license and copyright conditions. (System Policy 29.01.03.M1.05)
  - Texas A&M University obtains software licenses from numerous companies. In general, Texas A&M University does not own this software. Unless specifically authorized by the software vendor, employees and students do not have reproduction rights.
  - Copyrights, registered trademarks, and intellectual property must be respected.
  - Employees and students may use software, only within guidelines of the license agreement.
  - Employees and students shall not use unauthorized or pirated software.
- Employees and students must comply with export control laws and regulations set forth by the Department of State, Department of Commerce, and Department of the Treasury. (System Policy 15.02.99.M1)
- Department of Petroleum Engineering employees and students shall be advised that any code of computing ethics violation may result in disciplinary action or dismissal. Additionally, any criminal actions could carry consequences of financial restitution for unauthorized use of services, misdemeanor, or felony charges in a court of law. (Title 7, Chapter 33, Sec. 33.01 Texas Penal Code)
- Faculty, staff, and students are expected to conduct themselves in accordance with the regulations and responsibilities as published in the Texas A&M University Rules.
- Student employees are expected to conduct themselves in accordance with the Texas A&M University Student Rules. (System Policy 33.99.08.M1)

I have read the preceding Statement of Responsibility, Non-Disclosure Statement, and Employee/Student Code of Computing Ethics and understand the standards of conduct expected of me as an employee or student of Texas A&M University.

Signature __________________________________ Date ____________________________

IT Init: _______________________________