



Virtual Private Network (VPN) Access Agreement

This agreement is between the employee or third party noted below and the University. The purpose of this agreement is to specify the terms and conditions applicable to the use of VPN to remotely gain access to University networks and resources.

Employee Name: _____

UNK Department: _____

or

Third Party Name: _____

Third Party Sponsor: _____ (UNK Employee)

Address and telephone number of Third Party:

What system(s) and service(s) do you require access to?

I agree to the following terms and conditions:

1. The wireless and wired networks are the property of the University of Nebraska and are for authorized use only.
2. Users have no expectation of privacy in any materials they place on or view while connected to this system. The University complies with state and federal law regarding protection of confidential information but makes no representation that any use of this system will be kept private or confidential.
3. Any or all uses of this system and all files transmitted to or from the connecting system may be intercepted, monitored, recorded, copied, imaged, audited, inspected, and disclosed to authorized University and law enforcement personnel, as well as authorized individuals of other organizations. By using this system, the user consents to such interception, monitoring, recording, copying, imaging, auditing, inspection, and disclosure at the discretion of authorized University of Nebraska personnel.
4. Client system configurations must be configured securely before being granted VPN access. Every University of Nebraska remote VPN client must:
 - a. Run an approved up-to-date virus-detection and removal software.
 - b. Have all operating systems patches up to date.
 - c. Use only approved operating systems. Approved operating systems are subject to change without prior notification but are generally those still supported and receiving updates from the vendors listed below:
 - i. Windows Vista, Windows 7, Windows 8
 - ii. MAC OSX Lion 10.7 and greater
 - iii. Linux kernel greater than 2.6
 - d. Have all current software updates and use only supported versions of all installed software.



- 5. You must make available for inspection and/or imaging any device that has or will be connected to the University network.
- 6. You will be held personally liable for any and all "damage" your system and/or account causes.
- 7. Remote clients must use only approved VPN client software approved by the University of Nebraska.
- 8. You agree NEVER to share your VPN login credentials
- 9. You agree not to leave VPN sessions unattended or let others use your VPN session.
- 10. University of Nebraska reserves the rights to disconnect, without notice, any user or computer which does not comply with this policy.
- 11. User will allow the University to enforce standard policies on any personal device connecting to the University network.
- 12. After one hour of inactivity, you will be timed out automatically. Active connections will be timed out automatically after eight hours. **Exceptions may be approved due to maintenance or outages.**
- 13. Unauthorized or improper use of this system may result in administrative disciplinary action and/or civil charges/criminal penalties.
- 14. I will notify University personnel of any security incident involving the client systems used for VPN access.

I have read and understand this agreement, understand its terms and provisions, and by signing below, agree to be bound by its terms and conditions. By continuing to use the VPN you indicate your continuing awareness of and consent to these terms and conditions of use. I also agree to abide by the [Guidelines for the Use of Information Technology Resources at the University of Nebraska at Kearney](#) and [all information security policies](#) listed at <http://its.unk.edu>.

Employee or Third Party: _____ Date: _____
(Signature)

(Typed or Printed Name)

UNK Authorization
Supervisor/Director/Sponsor: _____ Date: _____
(Signature)

(Typed or Printed Name)

Chief Information Security Officer: _____ Date: _____
(Signature)

(Typed or Printed Name)

Please email or fax this agreement with all necessary signatures to the UNK Security Team at childressa@unk.edu or fax to 308-865-8941. VPN access shall not be granted until this form is reviewed and accepted by UNK SecurityTeam.