

COMPUTER SCIENCE ACCOUNT FORM

Please fill out the front *and back* of the form *completely* (**PRINT LEGIBLY & SIGN BOTH SIDES**).

PLEASE SEE: <https://support.cs.jhu.edu/wiki/Category:Accounts> for info on filling out this account form. Once you have completed the form (including obtaining any *authorized signatures, when required*), scan and send it to support@cs.jhu.edu. We will contact you to set up a Zoom video meeting time to pick up your account information (Generally takes 1-2 *business* days). You will need your J-card or another form of photo ID.

Logins/passwords will *not* be given out over the phone or via email!

Type(s) of Account Requested: Linux Undergrad Linux Grad/Research Windows (CS Office Staff Only)

Please Print Neatly! Make Sure You Complete Entire Form, Both Sides! **Date:** _____

Last Name: _____ **Middle:** _____ **First Name:** _____

JHED ID _____ **J Card # (top number):** _____

Local Address: _____

Local Phone #: _____ **Permanent Phone #:** _____

Full JHU Email Address: _____

Permanent (non-JHU/non-CS) Email Address: _____

**** Note to CS Students: We typically use your @jhu.edu address in our dept. student mailing lists. ****

Advisor's Name or P.I.: _____ **Advisor's or P.I.'s Department (if not CS):** _____

CS Undergrad & Masters students: A username will be assigned to you. The username will be based upon your JHED account username.

CS PhD Students/Faculty/Staff, etc. Although a JHED ID would be preferred, instead, you may provide up to three possible usernames. Please make sure that all three are radically different. We will try our best to use your first choice:

8 characters or less: 1) _____ 2) _____ 3) _____

Non-CS Students taking a CS course: Your username will be assigned to you and will only be valid for you during the semester.

Already have a CS acct., but applying for a different type CS acct? We need your *current* CS username & *current* CS acct type: _____
(For example: You currently have a CS Ugrad account, but now also need a CS Grad account.)

***** WE DO NOT CHANGE USERNAMES ONCE THEY ARE CREATED. *****

Please check (☑) one of the following. Are you:

Employee?	CS Student?	Non-CS Student?	Other?
<input type="checkbox"/> CS Faculty	<input type="checkbox"/> CS Major grad year _____	<input type="checkbox"/> Student, taking a course in CS department (account will be removed at the end of the semester) Course name and #:	<input type="checkbox"/> Lab access for TA, but for instruction/meeting only; <i>No CS Account needed.</i> <input type="checkbox"/> Other reason for acct. Please specify:
<input type="checkbox"/> CS Staff	<input type="checkbox"/> CS Minor grad year _____		
<input type="checkbox"/> Visiting JHU Faculty	<input type="checkbox"/> CS Masters grad year _____		
<input type="checkbox"/> Post Doc	<input type="checkbox"/> CS PhD grad year _____		
<input type="checkbox"/> Researcher	<input type="checkbox"/> CE grad year _____		
<input type="checkbox"/> Other JHU Employee			

Your Signature: _____

***Authorized Signature (REQUIRED):** _____ **Print:** _____

* Authorized signatures are **required** for all *except* for CS Ugrad, Masters, & PhD studnts. All others account applicants must have a CS faculty sponsor or Laura Graham's signature. However, as of March 2020, see https://support.cs.jhu.edu/wiki/Obtaining_CS_Computer_Accounts for updated signature instructions.

YOU MUST: Read and Sign the Lab Rules on Reverse to Complete your Application.

Area below is to be filled out by Computer Science IT Staff Only!

User Login Name: _____

Linux Undergraduate Initials: Date: Password:

Linux Grad/Research Initials: Date: Password:

Windows (CS Staff) Initials: Date: Password:

PLEASE CHANGE YOUR PASSWORD as soon as you log in, and keep your copy of this account form in a secure place! You are responsible for it!

Account information received (initials): _____ **Date:** _____

For more details on our CS computing services, please visit the CS IT Support Wiki: <https://support.cs.jhu.edu>

The Johns Hopkins University Department of Computer Science
CS I.T.'s Computing Services and Computing Labs: Computing Rules and Policies

The following applies to the CS Grad & Undergrad Computing Labs (MH 122 and MH G-61) and their computers. However, where appropriate, *these rules and policies also apply to the general computing services provided by CS I.T.* The computing labs are here to meet computing needs of students taking Computer Science courses that have specific resource needs not offered by the rest of the university computers and labs. We accomplish this goal by providing the tools needed to meet their academic goals in a positive educational environment.

NOTE: THE COMPUTER SCIENCE UNDERGRAD AND GRAD LABS (Malone 122 & G61) ARE UNDER SURVEILLANCE FOR YOUR SAFETY, AS WELL AS FOR THE PROTECTION OF THE LAB EQUIPMENT.

THE RULES OF USE FOR THE COMPUTER SCIENCE GRAD/UNDERGRAD LABS, THEIR RELATED COMPUTERS, & GENERAL CS I.T. SERVICES:

1. Absolutely no commercial software is to be installed on any of the CS Grad/Ugrad Lab-related computers, except by the CS I.T. Support Staff.
2. Any user-installed free/shareware must be installed within user's own home directory *and* removed when done.
3. Tampering with current setups/configurations of the CS Grad or Ugrad Lab-related computers and furniture is prohibited and will not be tolerated.
4. People doing work for Computer Science courses will have priority over anyone else using the CS Grad or Ugrad Lab machines.
5. No foreign hardware (with the exception of USB drives) is to be used with the CS Grad or Ugrad Lab machines or wall ports without the permission of the CS I.T. Support Staff.
6. No computer games (except for those required for class assignments on game software-writing) are to be played or installed on any of the CS Grad or Ugrad lab computers.
7. Admission to the CS Grad and Undergrad Labs is granted only to those persons who have legitimate Computer Science Department needs. These persons will have J-Card access.
8. Students will not allow any non-authorized persons into the CS Grad/Undergrad Labs. CS-authorized J-Card is needed for entry to the CS Labs.
No propping the CS Undergrad Lab doors open unless authorized to do so by the CS office or CS I.T. staff.
9. No bicycles/scooters are allowed in the Computer Science Undergrad Lab for any reason. Use the bicycle racks outside the building.
10. **Users will clean up after themselves in the CS Computing Labs.**
11. Although eating is currently (subject to change) allowed in the Computer Science Grad & Ugrad Labs (Malone 122 & G61), you must not get food/drink on the furniture, floor, or computers. Additionally, you must clean up all food-related items before you leave the labs.
Food/drink-related messes will not be tolerated and may result in forfeiture of lab access.
12. The CS Ugrad Lab (Malone 122) and the Ugrad side of Malone G61 are both primarily for Undergrad student use. Grad students should use the Masters lab side for regular course work whenever possible and only use the Ugrad Lab computers as required.
13. **Users will not give out their CS account passwords, nor will they allow others to use their CS accounts.**
14. Course-specific Linux accounts issued to students will *be deleted upon the completion of the course*. This rule applies to Teaching Assistant accounts as well. If you need a personal CS Linux account, please apply for one. Details on the CS IT Support Wiki in the Accounts category.
15. Users will adhere at all times to any and all policies with regard to disk quotas. **Users of the Ugrad Net Linux computers are limited to 8 gb of home directory disk space.** Exceptions will be made on a case-by-case basis by e-mailing support@cs.jhu.edu
Users with Grad/Research accounts have no disk quota, but should be mindful that they share the disk space with other department users.
16. Printers are provided for legitimate CS Dept-related work (e.g. coursework, research, etc.) **Printing resources should not be abused.**
17. Any action which violates local, state, and/or federal laws and/or which violates JHU's Computing Ethics Policy is strictly prohibited.
18. **Lock or logoff all machines before leaving the CS Grad or Ugrad Labs or any CS I.T.-managed system.**
19. **Locking any computing lab system for more than one hour (without prior authorization from CS I.T. Support) or leaving any machine that you are logged into unattended (and unlocked) by you is not permitted! You may be logged off regardless of what you are working on, and in some cases, your account may be disabled. This is for both security purposes and to allow others to use the lab machines.**

FAILURE TO COMPLY WITH THE ABOVE RULES MAY RESULT IN DENIAL OF ACCESS TO THE DEPARTMENTAL COMPUTING RESOURCES.

CASES INVOLVING VIOLATION OF APPLICABLE LAWS OR UNIVERSITY POLICIES MAY BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW. BY SIGNING THIS FORM, YOU INDICATE THAT YOU HAVE READ AND UNDERSTAND THESE RULES AND POLICIES.

Date: _____

More about computing services at CS can be found at:

Print Name: _____

<https://support.cs.jhu.edu>

Signature: _____