

THE AMERICAN UNIVERSITY 50 <i>of</i> PARIS YEARS	Network Account Policy	IT01-04
	Information Technology Services	

Policy Number:	IT01-04
Approved by	The Leadership team
Date Approved by:	01/06/2012
Date Effective:	Immediately

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of faculty accounts, Human Resources may delegate this responsibility to Academic Affairs (AA).

3.2

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3.3.3 Student Account Validity

Student accounts are not deactivated as long as they are used (with the exception of applicant accounts, for which the rules are described in 3.3.2 above).

in use if the user changes the password at least every six months. Otherwise, the following procedure applies:

1. Passwords automatically expire six months after the last modification.
2. During the six months following password expiry, users

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3.4 Guest and Special Accounts

3.4.1 Guest Accounts

ITS may create guest network accounts on request, for specific purposes, such as for external consultants, guest lecturers or conferences attendees.

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4.0 Password Policy

Passwords are an essential aspect of computer security. They are the front line of protection for Poor choice and handling of passwords may compromise the security and integrity of University systems and result in unauthorized access to confidential data. All users of University systems are therefore responsible for maintaining strong passwords according to the standards outlined below.

Where technically feasible, these standards will be enforced using system-based rules.

4.1 General Password Standards

All users of University systems are expected to respect the following password standards:

Passwords should be at least six characters long.

Passwords should contain a mixture of lower and upper case letters, digits, and punctuation marks.

When selecting a new password, it should not be the same as the previous password.

Passwords should not contain elements that are easy to guess (such as dictionary words or

Passwords should be treated as confidential information and should never be shared with anyone.

4.1.1 Password Expiry

Changing passwords regularly is an important security measur

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