

IT Services

Request for connection of private or non-standard device to the UWS wired Network

Note that UWS has a wireless network available for use by staff, students and external users. Details of how to connect your device to the wireless network can be found at: www.uws.edu.au/wireless . The wired network is restricted to managed UWS devices for necessary security reasons and the wireless network is the most appropriate solution for non-standard devices or devices not owned by UWS.

If the wireless network has not met your needs, please detail in the business case below how it doesn't meet your needs and what steps you have followed that have led you to this conclusion along with details of why you need UWS network access. Attach separate documentation if necessary.

Requester's/device user's Details

Name & contact telephone number:

Department/School (or organisation name if not a UWS member):

Location (UWS room number):

Details of device to be connected:

Machine name and model:

Operating system & version on device:

Antivirus name and version on device:

MAC Address of device to be connected:

Business case for connection (please include details of unsuccessful attempts to connect the wireless network; please also explain why you need this access):

Require access from (date of connection start):

Duration of connection requested (if none specified, this will be limited to 1 month):

Conditions of approval, if given:-

1. Your device must have up to date anti-virus protection running at all times
2. You will agree to the terms of our acceptable use policy
<http://policies.uws.edu.au/view.current.php?id=00124>
3. We reserve the right to audit your device and/or remove access if there is any identified risk to the university or if there is any breach of terms of conditions of use. You will allow auditing to take place on your device.
4. You will take responsibility for any damage caused by the device (e.g. as a result of malware)
5. You will take responsibility for ensuring that the device will be appropriately patched and managed (in terms of software/security updates)
6. You will take responsibility for any activity undertaken via the device.

User/Applicant's agreement to the conditions above:

Name
Signature
Date

Head of School/Department supporting the request

Name
Signature
Date

APPROVAL DETAILS (For IT Services Use Only)

IT Services Approval:

Name
Signature
Date

Date of connection end: / /

Subnets to be added to:

IP Address allocated:

Record ID: