

# Computer and Information Networking Center Network Service Account (@ntu.edu.tw) Validity Period and Access Privileges

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Networking Center

## 1. Basis

1.1. The National Taiwan University (NTU or “the University”) Computer and Information Networking Center’s (“the Center”) account services shall be subject to the Center’s *Network Service Account Management Regulations* and *Regulations for the Management of Alumni Email Services*. Related information is available from the “Regulations” section on the Office of the Secretariat website.

## 2. Definition of Terms

2.1. The term “account(s)” in this document refers to network service accounts issued by the Center in the following format: name@ntu.edu.tw

## 3. Validity period and modifications

3.1. The validity period of each account, changes to personal information (e.g., name, academic program, job title, associated unit) and conversion of account status (e.g., from a project assistant account to a contract personnel account) shall be based on upstream personnel data supplied by the Office of Academic Affairs, Personnel Office, Office of Research and Development, NTU Hospital Personnel Office, and NTU and Academia Sinica Joint Program Office. Personnel data is synchronized on a daily basis and immediately reflected in the account.

## 4. Account privileges

4.1. All information services provided by the University require account authentication, such as myNTU, email, wireless internet, virtual private network (VPN), and computer laboratories.

4.2. The myNTU platform is an integrated portal that contains both in-house information systems developed by the Center, the Office of Academic Affairs and the NTU Library, and outsourced information systems such as the Official Document System and the Access Control System. The portal displays different functions for different users based on their account status. For example, only students can access Online Course Selection System and Grades Inquiries functions, while quota-based faculty and staff members can access Dormitory Applications, and advisors can access Advisee Personal Information. Available functions may be restricted following the user’s graduation or retirement from the University.

4.3. Due to restrictions in the licensing agreements, some outsourced services (such as licensed software and cloud storage) may not be available to certain special units, affiliated institutions, retirees, and graduates.

4.4. Academia Sinica personnel who work at NTU may only access the following functions on myNTU: Event Registration; Laboratory Operations Management (provided by the Environmental Protection and Occupational Safety and Health

Center).

5. See the following table for detailed account status and corresponding access privileges:

**Student accounts**

Description	Account status and corresponding privileges (account status based on Office of Academic Affairs records)				
	Current students	Graduates	Students on leave of absence	School-leaving exchange students	Dismissed/expelled students
With official student status (student ID number)	Normal access	Email, Wi-Fi, and partial myNTU access	Email, Wi-Fi, VPN, and partial myNTU access	Grades Inquiries via myNTU for one year following school-leaving	Deactivated

**Faculty and staff accounts**

Account type	Description	Privileges	Basis for change of status	Account status and corresponding privileges		
				Currently employed	Retired	Resigned
Faculty members	Personnel Office controlled personnel (including both full-time and part-time personnel)	Full access	Personnel Office records	Normal access	Normal access (excluding certain services; see 4.3.)	Deactivated
Staff members	Personnel Office controlled personnel (including quota-/contract-based staff, messengers/custodians, and unit-appointed personnel)					
Project personnel	Office of Research and Development controlled personnel		Office of Research and Development records			
NTU Hospital employees	NTU Hospital Personnel Office controlled personnel	1. myNTU 2. Email 3. Wi-Fi	NTU Hospital Personnel Office records	Normal access	Normal access	Deactivated
Academia Sinica personnel at NTU	NTU and Academia Sinica Joint Program Office controlled personnel	1. myNTU 2. Wi-Fi	NTU and Academia Sinica Joint Program Office records		Deactivated	