Virginia Tech

VIRGINIA POLYTECHNIC INSTITUTE
AND STATE UNIVERSITY

Network Infrastructure and Services

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To: Department Heads

From: Patricia Rodgers
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Subject: Wireless Local Area Network Service for University Guests

Short-term guests of the university, who do not have valid Virginia Tech PID, may have a bona fide business need for accessing the university's Wireless Local Area Network (or, wireless network), but no other university telecommunications services. Communications Network Services (CNS) has developed a web-based application that can be used by you, or your designee, to set up this short-term access. With this application, a unique user-ID may be created, allowing your department's short-term guests to access the university's wireless network. This user-ID is *not a university PID*, and may only be used to access the wireless network.

To obtain access to this application, please sign and date the attached form ("Guidelines for Providing Access to the Wireless Local Area Network to University Guests") indicating that you, as department head, agree to abide by these guidelines. Also, please name who should be given access to the application to create the user-IDs. Once this signed and completed form is returned to CNS, we will provide access to the application for the person(s) you identify. You or your designee's access will remain active until we receive a written cancellation notification from you. Your designee, should you name one, must be a Virginia Tech employee and have a valid university PID.

There is a charge of $8.50/guest/month, pro-rated for the number of days the wireless network access is active. Therefore, we must also request an authorizing signature (if different from yours). The signature indicates your department's agreement to pay for the wireless network access established by you or your designee. The charges will appear on your monthly telecommunications bill.

Should you have any questions about these documents, please contact CNS by sending e-mail to CNS Ordering and Provisioning, at cnsdesign@vt.edu, or call 1-6460.

Additional information about the Virginia Tech wireless network service is available at
http://wireless.cns.vt.edu.

Attachment: "Guidelines for Providing Access to the Wireless Local Area Network for
University Guests"