UNIVERSITY OF ROCHESTER ITSF - 005
Information Technology Services Today's Date: _____

Telephone Services in Low-Cost Housing

Name:	Last, First, MI		Student ID#:	
Telephone:			CPU Box:	
Email Address:		Res Hall/Room:		
Home Address:		City:	State:	Zip:
Home Telephone:				
Projected Move Out Month/Year:		Returning Student: ☐ Yes ☐ No		

* Sublets require a separate contract. Please see #1 on back.
**** You are responsible for terminating service when moving or subletting.**

Please indicate those services that you would like to authorize:

Telephone Service

___ **REQUIRE ANALOG SERVICE WITH LOCAL CALL CAPABILITY**
Standard service available for $18.10 / month (Taxes included)
(A $30 connection fee will be charged on your first statement.)

Authorization Code

___ **REQUIRE INTERNATIONAL CALLING CAPABILITY**

___ **REQUIRE LONG DISTANCE CALLING CAPABILITY**
(Calls are billed to you at a rate of .055 / minute; all taxes included)

Voicemail

___ **REQUEST STANDARD PHONEMAIL SERVICES AT $2.92 / MONTH (Taxes included)**
(Standard 6 messages capacity; 60 seconds each)

___ **REQUEST 6 ADDITIONAL PHONEMAIL MESSAGES AT $2.92 / MONTH (Taxes included)**

ACKNOWLEDGEMENT

I have read the terms and conditions of the University of Rochester's telephone service detailed on the reverse side of this form and agree to assume full responsibility for all charges applicable to my personal authorization code. Upon receipt of my monthly statement, I agree to render payment to ITS/Networking & Communications Services for the charges incurred.

Student Signature: _____ Date: _____

PLEASE COMPLETE, SIGN, AND RETURN TO:
UNIVERSITY OF ROCHESTER
ITS/NETWORKING & COMMUNICATIONS SERVICES
727 ELMWOOD AVENUE, SUITE 114
PO BOX 278937
ROCHESTER, NY 14620

For assistance:
Email: ITSHelp@rochester.edu 5/2/2006
Phone: x52000 or x44357 http://www.rochester.edu/its/ncs/services/LowCostHousing.pdf

Office Use Only			
_____	_____	_____	_____
Residence Hall/Suite/Room	Campus Telephone	Date Registered	Verified By

Telephone Services in Low-Cost Housing

Information Technology Services
Networking & Communications Services Agreement

University networking and communications services are available to currently registered students in good standing. Application for these services is an application for credit. In support of services being rendered to me, I understand that I must abide by the terms and conditions stated below. Termination of service may occur without advance notice if the terms and conditions of this agreement are violated.

1) My University of Rochester services and/or my telephone authorization code number are not transferable. If I decide to sublet my apartment, I will terminate my telephone service and authorization code by notifying ITS/Networking & Communications Services in writing.

2) I understand that misuse of either my networking or communications equipment or my authorization code number, including the use of my authorization code by another person, can result in termination of my service.

3) I will keep my authorization code confidential. If my authorization code card is lost or stolen, I will IMMEDIATELY notify the Networking and Operations Center at x44357. In case of a lost card, a fee of $10 will be charged to my account for the assignment of a new authorization code number.

4) My authorization code is valid only for calls originated from any University telephone other than pay telephones.

5) Vandalism, abuse, or theft (by the user) of equipment will incur a fee equal to the replacement value of the equipment. It will also jeopardize the availability of University-provided service.

6) All calls made using my authorization code will be charged to my student ID#. I will receive a monthly itemized statement of these charges from ITS/Networking & Communications Service. Billing for telephone charges and voicemail services will be done on the same statement.

7) The statement will be sent to the address provided to Networking & Communications Services.

8) I understand that my networking and communications services bill must be paid in full each month, to keep my account in good standing.

9) I will bring disputes regarding telephone charges to the attention of the Networking and Operations Center within 90 days of the statement date on which the problem or error appears. If I believe my statement is incorrect, I will submit my claim in writing to:

ITS/Networking & Communications Services
PO Box 278937
727 Elmwood Avenue, Suite 102
Rochester, New York 14620

I will include in this mailing a copy of the statement with questionable calls and/or services highlighted and an explanation of why I believe there is an error.

10) I will advise the Networking and Operations Center immediately if I change the address entered on the front of this form. Failure to communicate this information will result in continued responsibility for all telephone services charged.

11) Fraudulent use of the University's telephone system is a misdemeanor under the penal codes of New York State Law and is punishable by up to one year imprisonment and/or a minimum of $1000.00 fine.

For assistance:
Email: ITSHelp@rochester.edu
Phone: x52000 or x44357

5/2/2006
http://www.rochester.edu/its/ncs/services/LowCostHousing.pdf

Office Use Only			
_____	_____	_____	_____
Residence Hall/Suite/Room	Campus Telephone	Date Registered	Verified By