

# National Tsing Hua University Computer and Communication Center G Suite (Google Apps) for Education Terms of Service

Passed at the Computer and Communication Center Network Systems Division Meeting held on May 1, 2015

Amended at the Computer and Communication Center Network Systems Division Meeting held on May 28, 2015

Amended at the Computer and Communication Center Network Systems Division Meeting held on November 9, 2016

Amended at the Computer and Communication Center Network Systems Division Meeting held on November 29, 2017

Amended at the Computer and Communication Center Network Systems Division Meeting held on August 8, 2019

Amended at the Computer and Communication Center Network Systems Division Meeting held on January 16, 2020

Amended at the Computer and Communication Center Network Systems Division Meeting held on June 9, 2022

I. The National Tsing Hua University Computer and Communication Center's (hereinafter the "Center") G Suite Service (hereinafter the "Service") offers G Suite (Google Apps) for Education for the use of the University's staff, faculty, students, and alumni (at school: Education Plus version, leaving school: Education Fundamentals version). This Terms of Service was created to state the rights and responsibilities of the user.

II. Members of the University who identify as any of the following may apply for the Service online through the Academic Information System. This is the only method of application available.

(I) Faculty and staff whose job status is normal, who may apply for the Service (as determined by the Office of Personnel). Each Personnel Number may be connected to at most one account. When one leave school, the status will become un-normal and the access rights for Google Workspace for Education will turn down to Education Fundamentals available for long-term use for alumnis.

(II) Students whose academic status is normal, re-enrolled may apply for the Service (as determined by the Division of Registration, Office of Academic Affairs). Each Student Number may be connected to at most one account. When one leave school, the status will become un-normal and the access rights for Google Workspace for Education will turn down to Education Fundamentals available for long-term use for alumnis.

(III) The school faculty , staff ,and students can apply the account for

the department/club mailbox through fillin in the email application form. The access rights for Google Workspace for Education will be judged by the applicant. So if the initial applicant resigns or leaves the school, another should change the mailbox manager immediately to avoid the access rights changing.

III. The account name can be chosen by the user. Once the application is approved, the Center will accept no further changes to the account name. The Center reserves the right to review the account name and asks the user to change it.

IV. Aside from the account name and applicant name provided to Google for account application, personal information provided by the applicant when applying for the service will be used only by the University's administrative unit for official use. It will not be transferred to a third party. After an account is created, unless otherwise stipulated by law, The management at the Center will not access or hand over any data that is uploaded (such as data stored in the cloud and personal e-mail) without your consent.

V. The Service is built under G Suite for Education. All users must accept Google Inc.'s G Suite for Education Agreement and Terms of Service. In the event of violation thereof, the Center and Google have the right to suspend or cancel the privileges of the account.

(I) G Suite for Education Agreement:

[https://www.google.com/apps/intl/zh-TW/terms/education\\_terms.html](https://www.google.com/apps/intl/zh-TW/terms/education_terms.html)

(II) Google Terms of Service:

<https://www.google.com/intl/zh-TW/policies/terms/>

(III) G Suite of Service:

<https://www.google.com/a/help/intl/zh-TW/users/terms.html>

VI. Google Inc. is responsible for the privacy and security of the Service. The Center does not backup any of the service's data. For description of the privacy and security responsibilities of Google, please refer to "How Google protects your organization's security and privacy."

[https://support.google.com/a/answer/60762?hl=zh-Hant&ref\\_topic=29818](https://support.google.com/a/answer/60762?hl=zh-Hant&ref_topic=29818)

VII. The expiration date of this service is subject to the free use period of G Suite for Education provided by Google. The service is not managed or controlled by the Center. Therefore, this service should not be used on official business, and the mailbox provided from this service belongs to "non-official use mailbox."

VIII. The account user shall adhere to the following rules and regulations. Violators thereof may have their service disabled and be reported to the relevant office, depending on the severity of the violation.

(I) Rules and Measures for Announcements at the Center.

(<http://net.nthu.edu.tw/>).

(II) Respect intellectual property rights; behaviors that violate intellectual property rights are not allowed.

(III) Behaviors that violate the law or defame the University are

strictly prohibited.

(IV) Unauthorized use of system resources or those of other people, or in any way affecting the normal operations of the system, is not allowed.

(V) The account may not be used by anyone other than the user him or herself.

IX. For accounts suspended in accordance with Article 8, the account's user may apply for re-enabling after the suspension period. Users who do not apply for reinstatement within a year of the end of suspension will have their accounts terminated.

X. The email system provided by G Suite and that provided by the Center are two independently operating systems, therefore it is possible to use the email system provided by the Center simultaneously with the Service.

#### XI. Disclaimer

(I) The system stability and data storage of this Service are provided by Google company and provided free of charge. Therefore, the Center cannot guarantee the stability of the service and the integrity of the data. Users should back up the data to avoid risks.

(II) This service covers a wide range of applications, and the Center is unable to provide the correct consultation for each application. Please refer to Google's instructions for use.

XII. These Terms of Use shall take effect after being passed at the Network Systems Division Meeting in the Computer and Communication Center. The same applies for amendments made thereto.

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