Dear Student,

The university has been notified that several individuals are in violation of the Digital Millennium Copyright Act (DMCA), specifically downloading illegal material or enabling others to do so. When the university is notified that a hardware (MAC) address is blocked from receiving an IP address, Internet access is blocked from the device.

In order to have your port reactivated, you need to complete the expectations listed below.

1. Remove all unauthorized copyrighted files from your computer.

2. Remove all software programs that promote illegal downloading or distribution of copyright materials.

3. Immediately cease illegal downloading or distributing copyright materials.

4. Write and submit a letter to the Assistant Vice President, Student Advocacy, Intervention and Accountability, Box 149 or drop off at 170 Grace Wilkie Annex indicating the following:

   A. Acknowledgement that you have downloaded or distributed copyright materials without express written permission from the owner of that copyright.
   B. Your understanding of the Digital Millennium Copyright Act.
   C. Indication that you have removed all unauthorized copyright files from your computer.
   D. Indication that you will stop illegal downloads and/or distribution of copyright materials.
   E. Your letter must also include your hardware (MAC) address on your computer. If you are unable to locate this address, please call the UCATS help desk (WSU-HELP).
   F. Your letter must also include your MyWSUID, address, and phone number.

Once you have completed the expectations outlined and it has met my approval, your computer port will be reactivated. Failure to comply will result in further disciplinary actions, which may include permanent deactivation of your port.

Should you have any questions regarding the outlined expectations or about the policies concerning copyright, please feel free to contact me at (316) 978-6681 and someone will be able to assist you.

Kyle Wilson
Associate Director of Student Conduct & Community Standards