



Policy # 56001

REMOTE ACCESS POLICY

Effective Date: June 19, 2009

Revised Date: February 6, 2023

Responsible Office: Information Technology Center

Division: Finance

I. PURPOSE/OBJECTIVE

The purpose of this policy is to govern the authorization and use of remote access services on Grambling State University's networks and follow the standards and guidelines of the Office of Information Technology (OIT) [IT POL 1-18](#), [IT POL1-22](#), and [IT STD 1-13](#), [IT STD 1-15](#).

II. STATEMENT OF POLICIES

- A. To increase the security of information technology systems at GSU, the Information Technology Center (ITC) has limited access to many computing resources. Remote Access is designed to provide secure/encrypted access to computing resources on the GSU network. It allows, among other things, a method to connect to GSU computing resources (e.g., administrative access and network services) as if the user were locally connected to the GSU network. This allows greater functionality and security than other remote access techniques. Users should be aware that routing schemes, network configurations, and security measures can be changed without notice by ITC or by the user's internet service provider (ISP) and may affect the user's ability to do specific functions with Remote Access.
- B. Use of Remote Access service at GSU is a privilege, which comes with responsibilities for both departments and users. All other policies covering the use of GSU computing resources by authorized users are still in effect when they are accessed from remote locations, as are all regulations (e.g., HIPAA and FERPA) which protect the confidentiality and integrity of information entrusted to GSU's stewardship. Do not assume the confidentiality of information traveling through Remote Access.
- C. Users must use Grambling State University equipment (Laptops, Computers, etc) when using remote access. The remote access software will be installed by the Information Technology Center. Once the remote access software is installed, administrative privileges on the equipment will be removed.

- D. Violations are subject to loss of certain privileges or services.