

Area of Responsibility: BUSINESS INTELLIGENCE AND TECHNOLOGY

Responsible Contact: DIRECTOR

Policy Identification: SOFTWARE COPYRIGHT POLICY

Effective Date: DATE (Revised: 08/18/2017)

**PURPOSE**

Federal copyright laws protect the software available for use on computers at Virginia Union University. Educational institutions are not exempt from the laws covering copyright. In addition, software is normally protected by a license agreement between the purchaser and the software seller. The software provided through the University for use by faculty, staff, and students may be used only on computing equipment as specified in the various software licenses.

**POLICY**

It is University policy to respect the copyright protections given to software and intellectual property owners by federal law. It is against University policy for faculty, staff, or students to copy or reproduce any licensed software or intellectual property on University computing equipment, except as expressly permitted by the software license or granting authority. Faculty, staff, and students may not use copies of software that have been obtained illegally on University-owned computers or on personal computers housed in University facilities.

Unauthorized use of software is illegal and is regarded as a serious matter and any such use is without the consent of Virginia Union University and is subject to disciplinary action by the appropriate division in the university.