Active Directory/ Network
Student Account Disabling and Deletion Policy

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1.0 Active Directory/Network Student Account Disabling Policy

In addition to a PeopleSoft account, students who enroll at UB receive a network (Active Directory) account to access email, file folders (M: and S: drives), lab computers, wireless network, and the internet. All student network accounts are set to be disabled based on the procedures below.

The current procedure for account disabling works as follows:

- Student network accounts remain open for two semesters following the last semester a student is enrolled at UB. The summer and winter semester is not relevant as far as calculating the two consecutive semesters.

- Student network accounts are set to be disabled after two consecutive semesters of non-enrollment on either February 14th or September 14th (drop/add deadline dates). For example, if a student attended UB in the spring of 2015 and does not enroll for classes in the fall of 2015 and the spring of 2016: their network account would be disabled on February 14th 2016.

- If an individual return’s to UB the semester after their account has been disabled but before the account has been deleted (see account deletion policy below), their account will be reactivated and all of their personal network files and emails will remain. For example, a student’s account was disabled on February 14th 2016, and they have enrolled for the fall semester of 2016. All of their network files and emails will remain.

2.0 Active Directory/Network Student Account Deletion Policy

Student network accounts are deleted if the student has not been enrolled for three or more consecutive semesters. This policy is based on input from the Office of the Provost regarding what they consider an active student. The summer and winter semester is not relevant as far as calculating the three convective semesters. The criteria for account deletion is as follows:

- On each February 14th and September 14th (drop/add deadline dates), if a student has not been enrolled for three consecutive semesters their network account will be deleted. This includes email, and all M: and S: drive files.

- For example, if the student in the earlier example whose account was disabled on February 14th 2016, and they do not enroll for the fall of 2016, their account would be deleted on September 14th 2016 (drop/add deadline dates). All emails and files would be permanently deleted.