

 UNE PROCEDURE OR GUIDELINE	Document # UNE-D09/34607	Date Effective April 2009
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	Tested by:	

Communications Charging – Internet Services

CHANGE HISTORY

Revision	Date	Description of Changes	Author
Original		ITD Policy on Charging for Internet Services	
	December 1999	Change to Operating Procedure – “Communications Charging - Internet Services”	
Review		A new communications charging model was approved by the Vice-Chancellor’s Committee (VCC) in March 2006.	
	March 2009	<ul style="list-style-type: none"> • Change of revision date from end 2007 (pending implementation of the new network) to mid 2009 (to accommodate delay in implementing new network). • Change to separate charging for associates of the University. They were previously provided with a quota (as per staff) however changed to be in line with AARNet pricing and charging structure. (ie no quota). • Updated for accuracy about the increased quota available to students in the Residential System. 	Angie Hendrick

1. PURPOSE

A communications charging model, which changes the manner in which telephones, network devices and internet usage are charged, was approved by the Vice-Chancellor's Committee (VCC) in March 2006.

The change was driven by a new subscription-based AARNet charging model for internet usage together with the convergence of voice and data across the data network. Inline with current industry practise the new charging model separates fixed costs from usage costs.

The model's substantial increases in download quotas for both students and staff is designed to encourage academic use of the internet.

The download quotas provided are generous and have been set so that the majority of users undertaking legitimate teaching and learning activities will not exceed their quota.

2. SCOPE

This document only covers INTERNET CHARGES for staff and students. A revised operating procedure, covering all registered network devices, will be reviewed and published following the implementation of the new University network in mid-2009, and changes in charging by AARNet also mid-2009.

3. REFERENCES

AARNet Access and Acceptable Use Policy (Policy on Allowed Access to AARNet, 2004),
Author: AARNet.

Ref: <http://www.aarnet.edu.au/library/Revised%20Access%20Policy%20040706.pdf>

4. PROCEDURE

Use of University's AARNet connection to connect to the internet using the University network is not a centrally funded (ie. Free to the user) service and therefore incurs a charge.

1.1. Internet Usage Fee - Staff, HDR Students, Affiliates

- 1.1.1. Download quota: 5 Gigabytes per month.
- 1.1.2. Unused quota cannot be carried forward.
- 1.1.3. Fee: \$5.00 (ex. GST) per month per registered user.
- 1.1.4. Charging: Monthly, in arrears.
- 1.1.5. Over quota charge: \$7.00 (ex. GST) per Gigabyte or part thereof.
- 1.1.6. ITD is to be informed when a user is to be no longer charged.
- 1.1.7.

1.2. Internet Usage Fee – Undergraduate Students and HD students by coursework.

- 1.2.1. Download quota: 3 Gigabytes per month, 4 Gigabytes for students in the Residential System.
- 1.2.2. Unused quota cannot be carried forward.
- 1.2.3. Fee: \$6.00 (ex. GST) per *year* per EFTSL, charged monthly in arrears.
- 1.2.4. Fee calculation: Calculated for each Faculty and Centre on official figures supplied by Planning and Institutional Research (excludes HDR Students).

- 1.2.5. Residential Colleges contribute towards the extra 1 Gigabyte for students in the Residential System. This is charged to the residences monthly in arrears.
- 1.2.6. Charging: Proportioned equally over 12 months.
- 1.2.7.

1.3. Internet Usage Fee – Associates

- 1.3.1. Download quota: none.
- 1.3.2. Fee: \$7.00 (Plus. GST) per Gigabyte
- 1.3.3. Charging: Monthly in arrears, through the University Debtors system.
- 1.3.4. ITD is to be informed when an affiliate is no longer requiring a service.
- 1.3.5. Affiliates are defined by the AARNet Access and Acceptable Use Policy.

1.4. Over Quota Internet Usage - Students

- 1.4.1. Where course requirements are likely to cause students to exceed their quota, lecturers may request, with the approval of their Head of School, an increase in their students' quota.
- 1.4.2. All quota increases require the approval of the Director of IT or nominee. Charges may apply.
- 1.4.3. Internet access may be denied when students exceed their monthly internet usage quota.
- 1.4.4. Students must pay for over quota usage.
- 1.4.5. Students may purchase additional down-load quota.
- 1.4.6. Over quota charges: \$7 per Gigabyte plus GST, charged in arrears through the University Debtors system.

5. DEFINITIONS

1.5. Affiliate

A person, other than a student, HDR student or staff member, who is a registered user e.g. contractors, honorary appointments, visiting staff and students of other educational institutions.

1.6. Associate A corporation that is a subsidiary of the Member of AARNet (as defined by the Corporations Act 2001) whose operations are related principally to educational and/or research purposes; and enrolled students of a corporation within this definition.

1.7. Higher Degree Research (HDR) Student

A student, enrolled at UNE or an approved institution, in a higher degree research award or engaged in a fourth year honours research program or qualifying courses for entry to higher degree research programs.

1.8. ITD

Information Technology Directorate

1.9. Monthly Charge

A monthly charge applied to a month or part thereof.

1.10. Registered Users

A person who is registered to use UNE computer and communication services.

1.11. Staff

Staff employed by the University.

1.12. Student

A student, enrolled at UNE or an approved institution, who is not a Higher Degree Research student.

