Information Technologies’ Email/Network Account Deletion Policy

Background
The purpose of this policy is to remove unused and inactive email/network accounts to foster greater security and service. Please note that the following policy will not impact even the most casual WSC email/network user as activity is defined as a single login during a six consecutive month period.

Account Deletion Cycle

1. Two weeks after the fall add/drop period, Information Technologies will identify any accounts that have been inactive for at least six consecutive preceding months.

2. Any accounts that have *not* been used in the six months leading up to the fall add/drop period will be disabled for up to two weeks. Disabling an account will give the user with an inactive account the opportunity to reactive his/her account for the upcoming academic year.

3. At the end of two weeks, any remaining disabled accounts will be deleted.