Luther Seminary Student Account Deletion Policy

I. Rationale:

LutherNet accounts are provided for all students currently enrolled in at least one class in a seminary program. Inactive LutherNet accounts of non-graduates will be disabled periodically throughout the year. An account will be marked as eligible for disabling when:

1. the student is no longer registered,
2. the student has officially withdrawn,
3. the student has requested their account be deleted, provided they are no longer are affiliated with the seminary.

If a student graduates from Luther Seminary their account will become an alumni account and they will retain access to it.

This process describes this interruption and the steps toward permanently closing LutherNet accounts.

II. Process

Student-only accounts:

When an account has been marked for disabling, an automated nightly process will disable the account. A disabled account is no longer able to be accessed and the student will lose access to any services that require a login (email, moodle, MyLutherNet, library databases, etc.).

In addition, a process for faculty and staff who are also students is noted below.

Students who become faculty or staff:

In the case of a student who becomes an employee, their account will be migrated as-is to the respective department context. As the account will only be moved, not deleted, all personal files, personal e-mails and personal contacts will be retained in the account.

In the case of a student who becomes and adjunct faculty, a new account will be created.

III. Alumni

Alumni from before the move to Google Mail may request their account be re-activated as a benefit from the seminary. The request should be sent to helpdesk@luthersem.edu. The student's identity will be verified before any account is re-activated.

Alumni from after the move to Google Mail still have access to their account.

Revision History

Revision	Change	Date
1.0	Original Version	3/17/2019
1.1	Text updates	4/2/2019
1.2	Process updates	2/24/2020