

# Luther Seminary Zoom Access Policy

## I. Overview/Purpose

This policy clarifies the access requirements for Seminary owned Zoom licenses. This is to ensure that Zoom licenses are available to students, faculty, and staff for learning, teaching and work.

## II. Scope

This policy applies to any user with a Luther Seminary account.

## III. Definitions

Zoom license – a paid license that grants additional Zoom features.

Basic Zoom License – a free license equivalent to what zoom.us provides for free.

Zoom License – a paid license, formerly called a “Pro License,” which removes several limitations that apply to a basic Zoom license.

## IV. Policy

Any current registered Luther Seminary student or Luther Seminary employee is provided with a Zoom license.

Annually in December a Zoom account audit will be done and any graduated students will be changed to a basic Zoom license.

After April 1, 2020 Luther Seminary alumni will be granted a basic Zoom license when they login to the Luther Seminary Zoom site.

## V. Exceptions

Decisions on exceptions will be made by the CFO. Exception requests should be submitted to the Help Desk at helpdesk@luthersem.edu.

## Revision History

Revision	Change	Date
1.0	Original Version	4/1/2020
