MHU Self Service/Network/Email Account for Students

Basic Information

Self Service/Network/Email/Moodle account information:

Username: Your username is your 9-digit student ID, preceded by the letter S (for example, S000887766).

Password: When your account is first created, your password is your 8-digit birthdate, in MMDDYYYY format, preceded by mHu (for example, mHu12251988).

Email Address: Your Mars Hill University email address is your username followed by @mhu.edu (for example, S000887766@mhu.edu).

For your security do not disclose your password to others.

Web Mail: To access Mars Hill University Web Mail go to http://www.mhu.edu/ and click on the webmail link at the top of the page. Note: If you can access the Internet you have access to your e-mail.

Password Information:

When you first log in to the MHU network you are prompted to change your password. Passwords expire in 90 days. Below are the criteria for passwords.

- Passwords must be a minimum of 8 characters long.
- In addition, you must use 3 out of 4 of the following: upper case letters, lower case letters, numbers, symbols.
- You cannot use any part of your name, and you cannot use your last 10 passwords.
- When you change your network password, it automatically changes the password for your network, email, Moodle and Self Service accounts.
- Ten attempts will lock out users.

When you change your Network/Email password, it also changes your Self Service and Moodle password.

Network Code of Conduct:

- Students will not use the Network in any way that violates the standards of conduct established in the Student Handbook or the University Catalog.
- Students will abide by established procedures in using the Network. They will not attempt to bypass security measures, to access files without permission, to discover the password of another person, or to enter the Network under any identity other than their own.
- Students will not attempt to damage the Network nor degrade its performance through the introduction of a computer virus or any other means, and will not attempt to interfere with nor impede the use of the Network by others.
- Students will not use the Network to send threatening, harassing, or obscene messages to any person on or off campus, to send or forward chain letters, nor use the Network to engage in libelous or slanderous accusations. Students will not use the Network to view or store obscene materials.
- Students will keep disk space reserved for their use clear by deleting programs and removing themselves from listservs and other automatic mailing services when instructed to do so by the Information Technology staff.
- Students will not use the Network to engage in any illegal or criminal activities, and will obey the laws of the United States, the state of North Carolina, and Madison County in all transactions.
- Students will obey United States and international copyright laws and agreements in using the Network. Students will not use the Network to copy or transfer any software from any source without the legal right or license to do so.
- Students will not use the Network to engage in any commercial pursuit, such as online advertising or sales, beyond the scope of University activities.
- Students will not hold the University liable for losses of data, time or any other kind relating to the Network, whether due to system failure or other causes.
- The Information Technology staff will do the utmost to respect individual privacy, and will not enter or inspect personal files without due cause; however, complaints regarding messages received will be reviewed and dealt with seriously. Complaints about messages received may be sent to the Help Desk, ext. 1444.
- Students who do not adhere to these rules and regulations may have their accounts suspended or terminated and their Network privileges revoked. Serious acts of abuse may result in further disciplinary action by the University according to due process.
- If you have any questions about the MHU Computer Network or the rules and regulations regarding its use, you may contact the Help Desk at 1444.

Assistance with your network account: If you need assistance with your account call 689-1444.