



## CONSENT TO CONDUCT UNIVERSITY BUSINESS ELECTRONICALLY

It is your choice whether to do business electronically with the Pennsylvania State University (“University”) through LionPATH.

If you choose to select the "I agree" button below, you consent to the University communicating with you in electronic form and to entering into agreements and transactions using electronic records and signatures. Your consent expires annually and will require a new acceptance for transactions after that time.

### SCOPE

Agreements and transactions covered by this consent include, but are not limited to, the following:

- **Registration:** enrolling, dropping or withdrawing from courses; viewing student schedule, grades, and transcripts; ordering transcripts; applying for graduation; requesting and viewing degree audits; FERPA release requests; requesting enrollment verifications; etc.
- **Financial Aid:** receiving disclosures and notices; viewing, accepting or declining Financial Aid; reviewing communications; etc.
- **Student Account:** viewing tuition bills; receiving notification of loan disbursements; IRS Form 1098T Agreement; signing up for Direct Deposit; etc.
- **Miscellaneous:** updating contact and emergency contact information; signing Student Financial Responsibility Statement; submitting graduate research project and tasks; receiving student consumer information; delegating access to another individual; etc.

### HARDWARE AND SOFTWARE REQUIREMENTS

In order to conduct business electronically with the University, you must have access to an electronic device (e.g., computer, smartphone, tablet) with a supporting operating system that can connect to the Internet, an up-to-date Internet Browser, an up-to-date pdf viewer, and sufficient electronic storage capacity on the electronic device to be able to save documents for later reference or be connected to a printer that is capable of printing from the browser.

Federal law requires certain safeguards to ensure that you are capable of receiving and retaining communications and records electronically. By clicking “I agree” below, you acknowledge that you have access to the necessary hardware and software as described above.

### STUDENTS RIGHTS AND RESPONSIBILITIES

- **Penn State Administrative Policy AD20.** As a system user, you must comply with the University policy on Computer and Network Security (AD20). Accordingly, you must ensure that your University Access Account privileges are restricted to your own use, and you must take reasonable precautions to prevent unauthorized use of your account. Only the person whose University Access Account ID was used to enter this portal may conduct business on this site. Any other use is unlawful and violates University Policy AD 20.
- **Paper Correspondence.** Despite this consent, the University reserves the right to provide communications and engage in transactions and agreements with you in paper form at any time. By consenting, you agree that the University is not required to provide you with records in

paper format. If you want a paper copy of any record sent to you electronically, you may print a copy from your electronic device or you may direct your request to the University office responsible for the communication, transaction or agreement. Paper copies may be provided by the University office at no charge.

- **Withdrawal of Consent.** You have the right to withdraw your consent to doing business with the University through LionPATH electronically at any time by contacting the Office of the University Registrar by mail at 112 Shields Building, University Park, PA 16802 or e-mail at registrar@psu.edu. If you withdraw consent, the withdrawal will take effect within three business days and will result in the removal of your access to the LionPATH Student system via any electronic device. Agreements and transactions executed after your consent and prior to the effective date of the withdrawal of consent will remain valid and enforceable. If you choose to withdraw your consent, you will be responsible for contacting the appropriate offices to conduct University business.

**If you do not agree to any of these terms**, you should select the “Sign out” link and exit LionPATH. By choosing to “sign out,” you will not be able to use LionPATH to conduct business electronically with the University. Should you log back into LionPATH, you will again be presented with the option to conduct business electronically.

Please note that declining to provide consent will not impact the University’s official mode of communication with you, which remains through the University provided e-mail account. University communications will continue to be routed to your e-mail address, and you will be responsible for all academic and administrative timelines provided to you in this format.

**BY CLICKING THE “I AGREE” BUTTON BELOW, I ACKNOWLEDGE THAT I HAVE READ THE INFORMATION ABOUT CONDUCTING BUSINESS WITH THE UNIVERSITY USING ELECTRONIC METHODS AND HAVE EITHER CONSULTED WITH OR HAD SUFFICIENT OPPORTUNITY TO CONSULT WITH ADVISORS OF MY CHOICE ON THE MEANING AND IMPLICATIONS OF THIS CONSENT DOCUMENT. I AGREE TO USING ELECTRONIC METHODS FOR ALL THE PURPOSES LISTED ABOVE AND HAVING ALL RECORDS PROVIDED OR MADE AVAILABLE TO ME IN ELECTRONIC FORM.**

I agree