

UTSA University Career Services – Terms of Agreement for Alumni

1. **Respect for Policies and Procedures:** Alumni agree to familiarize themselves with the current [Student Code of Conduct](#) and comply with all applicable policies, procedures, and guidelines established by UTSA regarding the use of school resources.
2. **Authorized Use Only:** Alumni shall only attend events/use school resources for authorized purposes as determined by UTSA. Unauthorized use or access is strictly prohibited.
3. **Non-Discrimination and Respectful Behavior:** Alumni shall treat all members and guests of the UTSA community with respect and dignity, regardless of race, ethnicity, gender, sexual orientation, religion, disability, or any other characteristic protected by local, state and federal law. Alumni must comply with instruction provided by members of the UCC staff when in attendance of an in-person or virtual career event.
4. **Responsible Use of Resources:** Alumni shall use UTSA University Career Services resources, including but not limited to facilities, equipment, networks, and software, responsibly and in a manner consistent with their intended purposes. This includes avoiding excessive or unnecessary use that may interfere with others' access or disrupt school operations. *Excessive use of resources and services may lead to imposed limitations to ensure all constituents are able to be served.*
5. **Privacy and Confidentiality:** UTSA University Career Center commits to protecting the privacy and security of alumni personal information, handling it in a responsible manner, and complying with applicable privacy laws including FERPA. Any employment and/or salary data voluntarily provided by alumni will only be reported in aggregate, never with individual identifying data.
6. **Accountability for Actions:** Alumni are responsible and accountable for their actions while using UTSA University Career Center resources and/or attending events. *Any violations of these guidelines and/or the above mentioned Student Code of Conduct may lead to refusal of resources/services on a temporary or permanent basis, at the career center's discretion.*
7. **Acknowledgement and Agreement:** By accessing and utilizing UTSA University Career Services resources and/or attending a UTSA University Career Center event, alumni acknowledge that they have read, understood, and agree to abide to these terms. These terms of agreement are subject to periodic review and updates, and alumni will be notified of such changes.