

Digital Millennium Copyright Act Compliance Policy

It is the policy of Thiel College to promptly process and investigate notices of alleged copyright infringement and take appropriate actions under the [Digital Millennium Copyright Act](#), Title 17, United States Code, Section 512. Pursuant to the DMCA, Thiel College has a designated agent to receive notification of alleged copyright infringement occurring through the College's networks. Under the authority of the designated agent, the Office of Information Technology will acknowledge receipt and handle all complaints alleging infringement violations.

CONTENTS OF NOTICE

The DMCA requires that all notices of alleged copyright infringement must be in writing. When information the designated agent of an alleged copyright infringement, the notice must:

1. Identify the copyrighted work that allegedly has been infringed.
2. Describe the material that is claimed to be infringed upon and provide sufficient information to permit Thiel College to locate that material.
3. Include contact information of the copyright owner or person authorized to act on behalf of the owner. Contact information must include name, address, telephone number and email address.
4. Certify or include a statement that you have a good faith belief that the use of the copyright-protected material in the manner complained of is not authorized by the copyright owner, the owner's agent, or law.
5. Certify that the information that you have provided Thiel College is accurate. You should attest under penalty of perjury that you are authorized to enforce the copyrights that you allege have been infringed.

Thiel College may not be able to act on the complaint promptly, or at all, if the copyright holder, or its designate do not provide the information required in the "Contents of Notice."

NOTICE AND TAKE-DOWN PROCEDURE

All users of Thiel College networks and computing services are expected to comply with applicable copyright laws, however if the College is notified of an alleged copyright infringement, or otherwise becomes aware of facts or circumstances from which infringement is apparent, it will respond appropriately. This may include removing or disabling access to the material that is claimed to be infringed. Thiel College will follow the procedures outlined in the DMCA with regard to appropriate notifications. Upon acceptance of counter notifications, where indicated, will put back the alleged infringed material. See a [summary of DMCA provisions](#) and [Thiel College's file sharing procedures](#).

U.S. COPYRIGHT LAW AND THIEL COLLEGE POLICY

Individuals who infringe copyright protected materials using Thiel College networks and computing services are subject to discipline as stated in the [computing resources acceptable use policy](#) and other [College policies](#). In appropriate circumstances, penalties for violations of copyright policy include, but are not limited to, termination of all computing privileges.

Copyright infringement is a violation of federal law and subject to civil and/or criminal sanctions. Thus, every user of Thiel College networks and computing services must maintain a basic understanding of copyright law and must comply with College copyright guidelines and policies.

For more information on the U.S. copyright law and the DMCA, visit [the United States Copyright Office website](#). They have a variety of circulars and forms available, online or printed, which can provide answers and guidance to copyright questions and issues. Their circular, [Copyright Basics](#), has concise explanations and descriptions of what you must do to keep from infringing copyrights of others, as well as protecting your own creative works. Additional resources are available through Thiel College's library, or through a simple Web search.