



DOMINICAN UNIVERSITY

Dominican University students are presented with the language below the first time they try to access the student portal, myDU. Students must either accept or decline to provide consent to conduct business electronically with Dominican University.

Dominican University –Consent to Conduct Business Electronically

It is your decision to do business electronically with Dominican University. By selecting the "I agree" option below, you consent to allow Dominican University to conduct business electronically including having any and all communications and records provided or made available to you in electronic form and entering into Agreements and Transactions using electronic records and signatures. Your consent is valid until your student access to Dominican University's student portal ("myDU") expires or until you revoke your consent. Nothing herein affects or is a waiver of any obligation to pay any and all debts and amounts due and owing to the university, which obligations and debts may continue after your student portal access expires or after you revoke your consent to conduct business electronically.

Your consent applies to any communications and records provided or made available to you by Dominican University. Types of records to be provided electronically may include:

Registration Documents - including but not limited to FERPA Release Requests, Graduation Applications, ordering Official Transcripts, release of information to third parties, and Student Verification Request Forms.

Admission Documents - including but not limited to Applications for Admission, Admissions Offer Acceptance.

Financial Aid Documents - including but not limited to financial aid offers, student loan agreements (and all documents associated therewith), and verification information.

Student Accounts Documents - including but not limited to student account payment plans, Student Account Balances, View and Pay Tuition Bill, authorization to use federal Title IV financial aid funds for non-allowable charges, eRefund.

Miscellaneous Documents - including but not limited to receipt of consumer information about the University, any disclosure, consent, waiver, release, notice or payment reminder that would normally be delivered in writing that may be required by law or regulation.

1. To electronically receive, view and save or print electronic records from Dominican University, you must have valid myDU credentials, including a Dominican University username and password; personal computer, tablet, or mobile device equipped with an operating system and telecommunications connections to the Internet capable of receiving, accessing, displaying, and either printing or storing, communications and records received in electronic form via e-mail or accessed through the myDU.

2. You may only log in with your own myDU credentials to conduct business on the myDU portal. It is not permissible to log in for someone else. Any other use is unlawful and, if you are a student, is considered a serious violation of [Dominican University's Information Security Policy](#). Additionally, you are responsible for updating your contact information by logging in to myDU and updating your profile.
3. Dominican University reserves the right to provide records that you have authorized us to provide electronically in paper format at any time, unless otherwise required by applicable law. By consenting to electronically conduct business, however, you agree that Dominican University is not required to provide you with records in paper format. You have the option to receive any information that Dominican University has provided electronically in paper form by printing it yourself or by contacting Dominican University at [Street Address], [City], [State] [Zip Code].
4. This consent also includes consent to receive your 1098T statement electronically on myDU, where it will be available annually from January 31 of each year. You should print a copy for your records if you prefer to retain a paper copy of any records provided electronically. If you do not consent, the statement will be provided in paper form and any post-consent request for the statement in paper form will be considered a withdrawal of consent as to receiving your 1098T statement electronically (but will not be considered a withdrawal of consent to otherwise electronically conduct business).
5. You may withdraw your consent to electronically conduct business at any time. However, if you withdraw consent, any Agreements or Transactions between you and Dominican University during the period after your consent to do business electronically, and before your withdrawal of consent, will be valid and binding on all parties. To withdraw consent, contact starsconnect@dom.edu, which will confirm the effective date of your withdrawal. Dominican University will not impose any fee to process the withdrawal of your consent to electronically conduct business. Any withdrawal of your consent to electronically conduct business will be effective only after Dominican University has a reasonable period of time to process your withdrawal.
6. You may select "Sign Out" to exit myDU if you do not agree with any of these terms. However, by selecting "Sign Out" you will not be able to use myDU to conduct business electronically with Dominican University. This includes not being able to access accounts and information online. To proceed with or obtain more information about conducting business in a non-electronic medium, contact [Stars Connect](#), Student Enrollment Services.
7. To comply with the federal Higher Education Act, Dominican University must provide certain information about the university to enrolled students. For more detailed information visit [Dominican University's Consumer Information](#).
8. You agree that, to the extent any electronic records must be signed by you, any electronic sound, symbol, or process, attached to or logically associated with the communication and executed or adopted by you with intent to sign the communication is a sufficient and valid signature. This includes, by way of example only, clicking a check box indicating agreement or consent to a communication.

BY CLICKING ON THE I AGREE CHECKBOX AND CONTINUE BUTTON [in myDU], YOU ACKNOWLEDGE THAT YOU HAVE READ THE INFORMATION ABOUT CONDUCTING BUSINESS WITH DOMINICAN UNIVERSITY USING ELECTRONIC METHODS, INCLUDING INFORMATION ABOUT HOW TO ACCESS CONSUMER INFORMATION ABOUT THE UNIVERSITY, AND HAVE EITHER CONSULTED WITH OR HAD SUFFICIENT OPPORTUNITY TO CONSULT WITH ADVISORS OF YOUR CHOICE ON THE MEANING AND IMPLICATIONS OF THIS CONSENT. YOU FURTHER ACKNOWLEDGE THAT YOU HAVE THE CAPABILITY TO ELECTRONICALLY RECEIVE, VIEW, AND SAVE OR PRINT ELECTRONIC RECORDS AND COMMUNICATIONS AS SET FORTH ABOVE. YOU AGREE THAT THE UNIVERSITY MAY PROVIDE YOU WITH THE ABOVE-LISTED TYPES OF RECORDS AND COMMUNICATIONS IN ELECTRONIC FORMAT AND YOU CONSENT TO ELECTRONICALLY ENTER INTO TRANSACTIONS RELATED TO THOSE RECORDS AN