Domain Name System Standards Policy

1.0 Purpose

Lawrence Technological University has implemented this policy to maintain consistency in the practice of selecting and naming the domains of services and organizations of Lawrence Technological University and to provide clarity for users of the system.

2.0 Scope

This policy applies to all network devices and University computer systems that utilize the Lawrence Technological University address space.

3.0 Policy Statement

All services that are provided by members of the Lawrence Technological University community as part of their official functions and as part of the mission of the institution will be registered within the ltu.edu domain according to the “Implementation Requirements” listed later in this policy.

3.1 Implementation Requirements

DNS Standards within the LTU.edu Domain

- First-level sub-domains in the ltu.edu domain must be the names of schools, colleges, institutes, or units which are officially recognized by the LTU Trustees through the assignment of an organizational code within the Standard Practice Guide of the University.
- First-level sub-domains may also reflect generally accepted practices which are used by the Internet-at-large and provided by sites internationally.
- Existing hosts or sub-domains registered under ltu.edu that do not conform to this policy will be reviewed to bring them into conformity with this policy.

All DNS changes to the LTU.edu Domain must go through the Change Control process.

3.2 Policy Implementation

- Responsibility for implementing this policy rests with the Lawrence Technology University Information Technology Services Department
- Requests denied by the Information Technology Services Department may be appealed to the Executive Director for IT Services. In the case of a dispute over the rights to a particular name, the IT Services Department shall have no responsibility other than to direct both parties to the Executive Director for IT Services.