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| **單位****Unit** |  | **分機****Ext.** |  |
| **申請人(限教職員)****Applicant (Staff Only)** |  | **亞洲網路帳號****Asia Network ID；ANID** |  |
| **亞洲大學基於資通安全與管理之目的，並遵循「個人資料保護法」、「資通安全管理法」、「臺灣學術網路管理規範」辦理，蒐集您的單位、姓名等個人資料，以在本校地區內，作為統計紀錄之用。****您得以下列聯絡方式行使請求查閱、補充、更正；請求提供複製本；請求停止蒐集、處理、利用；請求刪除個人資料等權利。** |
| **申請校內IP** Apply for the host to use Private IP on campus network |
| □**一般電腦、校內用伺服器。 Desktop PC, Server in campus LAN.** (研究生電腦、公用電腦、實驗室、研究室電腦。) (Computers for graduate students, public computers, computers in the laboratory, computers in the research room.)□**物聯網設備 Internet of Things (IoT) Device** (網路儲存設備<NAS>、網路印表機複合事務機、監視攝影機、保全門禁…等。) (Network storage device <NAS>, network printer <business machine>, surveillance camera, security access control...etc.)**其他需求請先致電諮詢以安排確認您的網路環境。****For other needs, please call us first to arrange and confirm your network environment.** |
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| . | 使用地點Location | 目前獲得IPCurrent IP | \*網路卡實體位址(MAC)\*Network Card Physical Address(MAC) | 用途及說明Description and purpose |
|  | 教室編號Room no | 目前 IP Current IP | 格式 format (00-00-00-00-00-00) | (含使用人員、設備型號、用途…等) |
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| 各項資料如未完整提供，將無法完成本作業。 If the information is not provided completely, it will not be accepted.□申請人已確認閱讀完並同意「填寫說明」內容。Version 2.0-Page.3-6 The applicant has confirmed that he has read and agreed to the content in the “Description to fill out”.(申請IP列印本頁即可To apply for Private IP, just print this page) |

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| **申請人****Applicant** | **權責主管****Unit Director** | **資訊發展處聯合服務櫃檯****OICT Service Counter** | **業務承辦****Administrator** |
|  |  |  |  |

\*教師研究室權責主管為教師本人
\*The Unit Director of the teacher's research office is the teacher himself

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| 紀錄編號 / NO. |  | 填表日期 / Date |  |
| **單位****Unit** |  | **分機****Ext.** |  |
| **申請人(限教職員)****Applicant (Staff Only)** |  | **亞洲網路帳號****Asia Network ID；ANID** |  |
| **亞洲大學基於資通安全與管理之目的，並遵循「個人資料保護法」、「資通安全管理法」、「臺灣學術網路管理規範」辦理，蒐集您的單位、姓名等個人資料，以在本校地區內，作為統計紀錄之用。****您得以下列聯絡方式行使請求查閱、補充、更正；請求提供複製本；請求停止蒐集、處理、利用；請求刪除個人資料等權利。** |
| **申請伺服器使用Public IP** Apply for the server to use Public IP on the Internet |
| Public IP申請相關管控措施與注意事項，請參閱填寫說明3。For relevant control measures and precautions for Public IP applications, please refer to regulation 3 in the description to fill out  |
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| 主機名稱 Server Hostname |  |
| \*用途(研究/計畫/服務) Purpose (research/project/service) |  |
| 服務終止日期End date of service | □至本學年度止 (7月31日) Until the end of this academic year (July 31st)□至本年度止 (12月31日) Until the current year (December 31)□依計畫/合約日期辦理 (填寫說明3-3)Execute according to the effective date of the project/contract (Description to fill out 3-3) |
| \*主機設置地點 Location (Room No.) |  |
| \*主機管理人員Host manager |  |
| 主機管理員代理人Host manager agent |  |
| 目前獲得IPCurrent IP |  |
| \*網路卡實體位址(MAC)Network Card Physical Address  | 格式 format (00-00-00-00-00-00) |
| \*作業系統 Operating system | Ex. MS Windows Server 2019 STD 64bit  |

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| 各項資料如未完整提供，將無法完成本作業。 If the information is not provided completely, it will not be accepted.□申請人已確認閱讀完並同意「填寫說明」內容。Version 2.0-Page.3-6 The applicant has confirmed that he has read and agreed to the content in the “Description to fill out”.(申請Public IP列印本頁即可To apply for Public IP, just print this page) |

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| **申請單位****Unit** | **資訊發展處****Office of Information and Communication Technology** |
| **申請人****Applicant** | **權責主管****Unit Director** | **資訊發展處聯合服務櫃檯****OICT Service Counter** | **業務承辦****Administrator** | **權責主管****Unit Director** |
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填寫說明：

1. 具瀏覽器之設備，請多利用「校園網路管理系統」進行線上申請，提供固定的Private IP。
(僅限校內使用，線上註冊只需要花費十分鐘)。
校園網路管理系統 <http://nsp.asia.edu.tw/>
 (目前獲得 IP可在系統平台的首頁看到)
2. **網路使用者必須遵守資通安全法、教育部網路相關規範與本校校園網路使用辦法。**
3. 本校依「臺灣學術網路管理規範」辦理，對網路使用適當之區隔、管控與記錄。
Public IP 進行以下管控：
	1. 因應針對學術網路的惡意攻擊防禦，**本校Public IP將僅提供予**
		1. **對網際網路進行服務之主機**。如、WEB SERVER。
		2. **跨網合作專案主機**。如、與中國醫藥大學合作之計畫、圖書館臺灣學術機構典藏系統…等，需指定Public IP進行對接之系統。
		3. **其它符合安全防護要求的伺服器**。
	2. 使用Public IP 主機其作業系統版本，若為官方網站已公告END OF LIFE之產品版本，並且已有資通安全弱點存在，請提供「必須使用該版本才可運作之服務」說明及「安全防護措施」(如連線白名單等安全措施)。
	3. 對外服務的計畫，請提供「計畫執行期間」的相關資料備查。
	委外維護，請提供在有效期內的採購/維護合約副本 (電子檔可)
	4. 每年7-8月期間，請申請人協助確認各項內容是否應更新或延續使用 (電子郵件通知)。
	期間內未提供延續資料供確認之IP，將暫停對外服務。
	5. 配合資通安全法，本校上級機關將不定時進行各項資通安全管理措施及稽查作業。
	6. 本校於每年度進行一次主機弱點掃描，主機管理人員應配合進行弱點修補作業。
	7. 申請人須協助本校進行來自上層機關所需回報統計資料的收集。
	8. Public IP 請搭配表單**「校園網路特殊需求開放申請單」**進行申請。
4. **一般電腦、校內用伺服器、研究生電腦、公用電腦、實驗室、研究室電腦**。
請由使用區域、教室、實驗室或研究室(含創新育成中心進駐)的管理教職員或指導教授協助申請IP，用途及說明欄位內容會備註於網路管理系統中。學生宿舍內住宿學生均可線上申請IP。
5. **物聯網IoT設備**
(網路儲存設備<NAS>、網路印表機，複合事務機、監視攝影機、保全門禁…等。)
	1. 本校配合教育部政策禁止新購及管制既有大陸品牌網通設備。如TP Link、小米、華為、大華、大疆…等，既有大陸品牌網通設備亦不配發 public IP。
	2. Iot設備應於用途及說明欄位標註下列資訊，**廠牌型號、管理人員及維護廠商。**
	3. 設備管理者應禁止使用預設密碼，並具適當管控措施。
	4. 設備相關連線作業應有適當存取政策。
	如、應使用帳號密碼方式進行連線作業，事務機掃描檔案傳檔至電腦中，電腦端服務應用應設置帳號及密碼。
	5. 為維持網路穩定，Iot設備設置時，務必規劃建置獨立網路線路及架構，切勿佔用既有教學、研究及行政用網路線路及插座。
6. **校外連線**
	1. 本校教職員生：可透過VPN方式連線目標設備，帳密為Asia Network ID (ANID)。
	 非本校身分之計畫人員請使用該計畫ANID帳號連線。
	亞洲大學VPN使用教學https://ic.asia.edu.tw/zh\_tw/teach/VPN
	亞洲大學VPN連線網址https://asiavpn.twaren.net
	2. 本校PUBLIC IP預設為阻斷來自校外的連線，請利用「校園網路特殊需求開放申請單」申請開通該伺服器的連線必要PORT。
	3. 外部廠商：應檢附在有效期間內的採購/維護合約副本
		1. 一般設備主機：由本校業務承辦/協辦單位，使用「校外人員VPN帳號申請單」申請連線帳號，廠商可在校外以VPN方式連線。
		2. 資訊機房設備/虛擬主機，由本校業務承辦/協辦單位，依合約標的設備用途，申請主機「防火牆管制開放申請」開通，於資訊機房終端室連線進行維護，或申請「遠端操作與維護平台帳號」由該平台虛擬主機連線進行維護。
7. 校園無線網路配合TANet無線網路漫遊認證設置，提供各用戶端設備認證時隨機分配IP方式使用網路，不需申請註冊，亦不提供設備固定IP。
8. 本校網路區段以教室(空間)用途進行區隔，請務必填寫「使用地點、目前獲得的IP」。
9. **其它說明：**
	1. 已有公共漏洞與披露 (Common Vulnerabilities and Exposures, CVE)風險的系統版本，請更新至低風險版本後再申請IP使用。
	如Windows 7, XP, 8, windows server 2012, Linux Kernel 5.15至5.15.60、5.18至5.18.17及5.19至5.19.1版本…等
	2. **電腦設備網路介面必需設定為自動取得IP。**
	3. **連續無對校外流量達180日，校園網路管理系統將自動刪除IP註冊資料，重新申請無法申請到相同IP。**
	4. **使用校園無線網路不需申請，在使用有線網路時務必關閉您的無線網路介面。**
	5. **電腦的網路卡實體位址查詢方式可參閱本校資訊發展處網頁-常見問題。**
	6. **資料填寫完畢後請送交資訊發展處聯合服務櫃台(I200)收件，資料填寫有任何問題請聯絡校內分機3515。**
	7. **本表單收件後會在一個工作日內完成您的申請程序(以服務櫃檯蓋壓之收件日期章為準)，申請人可自行於網路管理系統查詢相關資訊。**

Description to fill out,

1. If your device has a browser, please use the "Network Registration System" (Staff Only).
<http://nsp.asia.edu.tw/>
(The IP address obtained by the current device will be displayed on the system)
2. **When using the Internet, you must abide by the laws and Internet usage rules of the country where you are located.**
3. We regulate the **"public ip address"** according to the Internet usage rules of academic institutions.
	1. Public IP is only provided to
		1. **"hosts for external services"**,
		For example, WEB SERVER.
		2. **"project hosts for cross-regional cooperation",**
		For example, the cooperation project with CMU, the system of the library, etc., the system to be connected to Public IP should be specified.
		3. **"servers that meet information security requirements"**.
	2. When the host uses an operating system version that has been announced as END OF LIFE, and there are information security weaknesses in this version, please provide a description of "services that must use this version to operate" and "safety protection measures"
	(such as connection whitelist and other security measures).
	3. For external service projects, please provide the "project execution period" information for reference.
	For outsourced maintenance cases, please issue a copy of the "Purchase/Maintenance Contract" within the validity period (digital files are acceptable)
	4. During July-August every year, applicants are requested to help confirm whether each content should be updated or continued to be used (e-mail notification).
	5. If the renewal is not confirmed within the period, the IP will suspend external services.
	6. We will conduct a host vulnerability scan every year, and the host management personnel should cooperate with the vulnerability patching operation.
	7. Applicants are required to assist in the collection of reported statistical data.
	8. Applying for Public IP Please use the form " The Application of the campus network service " to apply.
4. **General computers,**
including "servers used on campus", "graduate students' computers", "public computers", "laboratory computers", and "research room computers", are managed by "room administrators (staff)" or "professors" ", submit an application for network registration. The contents of the "Description and purpose" column will be recorded in the system.
5. **Internet of Things (IoT) Devices**
(Network access system <NAS>, network printer, MFP, network camera, security access control...etc.)
	1. We have cooperated with the policy of the country where we are located, and **we prohibit the use of equipment from China brands.**
	For example, **TP Link, Xiaomi, Huawei, Dahua, DJI, etc.** Devices already in use are no longer assigned public ip address.
	2. Iot devices must list the "brand", "model", "manager" and "maintenance manufacturer" in the "Description and purpose" column.
	3. The device prohibits the use of preset passwords
	4. Devices should have appropriate access policies.
	For example, using security verification methods to connect, device access whitelist, etc.
	5. When planning IoT devices, independent network sources (cables and network architecture) should be established to avoid occupying existing resources.
6. **Connecting from off-campus**
	1. Students, teachers and staff: Please use Asia Network ID (ANID) to connect to the device through VPN.
	How to use VPN https://ic.asia.edu.tw/en/teach/VPN
	asiavpn link url https://asiavpn.twaren.net
	2. The Public IP address of campus, the default is to block the connection from the outside, please use "The Application of the campus network service" form to apply for opening the connection port of the server.
	3. External Vendors / contractor: A copy of the purchase/maintenance contract that is in effect should be attached.
		1. General device/host:
		The device administrator/ undertaker (staff or professor) uses the "Persons outside the campus for VPN account" form to apply for a dedicated VPN account to connect to the device.
		2. Information computer room host/virtual host:
		The device administrator/ undertaker (staff or professor) uses the " Remote operation and maintenance platform accoun" form to apply for allow maintenance operations to be performed using a monitored operation host connection.
7. Campus wireless networks do not use this form.
8. The campus's network partition is based on the purpose of the room. Please be sure to fill in " Location (room number)” and “current IP".
9. other notes
	1. There is a system version with "Common Vulnerabilities and Exposures, CVE" risk, please update to a low-risk version before applying for IP use.
	Such as Windows 7, XP, 8, windows server 2012, Linux Kernel 5.15 to 5.15.60, 5.18 to 5.18.17 and 5.19 to 5.19.1 versions...etc
	2. The Network physical interface on your computer, must configured to use DHCP (auto-obtain IP) can be used normally.
	3. There is no traffic on the external connection for more than 180 consecutive days, the network management system will automatically delete the IP registration information, re-apply can not have the same IP.
	4. The wireless network do not need to register. Using the wired (cable) to connect internet, you must turn off your wireless network interface.
	5. Ways to search for MAC address can refer to the OICT website QA.
	6. Please send to OICT Service counter (I200) after completing this form, have any questions please contact campus extension 3515.
	7. We will complete your application process within one working day. All information can be found in the network management system.