Student Identity Verification

Calvin College utilizes the following methods to verify a student’s identity when they register and participate in an online course or receive course credit.

Secure Login and Pass Code:
Calvin College assigns each student a secure lifetime net ID with a unique username and password. All students registering for a course at Calvin College are also assigned a unique 7-digit identification number that corresponds with their net ID username. Before a student can access any information resource on Calvin’s network (Learning Management System, Library resources, financial aid, and the Registrar’s Office), the student must be authenticated by Calvin’s directory service using his/her unique username and password.

Students are assigned a password when their account is first established, and are required to change their password upon activating their account. During the account activation process students are required to reference their social security number, birthdate, and their 7-digit ID number. Additional password security is provided by requiring 15 characters at minimum and password changes every 180 days. No additional charges are associated with these verification processes.

All users of Calvin’s learning management system are responsible for maintaining the security of usernames, passwords, and other access credentials as required. Calvin College provides each verified individual with account access for the exclusive use by that individual. Attempting to discover another user’s password or attempts to gain unauthorized access to another person’s files or e-mail is prohibited. It is also against college policy for a user to give someone his or her password or allow others to use his or her account as stated in Calvin’s acceptable use policy. Users are responsible for any and all users of their account.

Additional Verifications:
Faculty teaching courses online also share responsibility as part of the verification process. Student pictures provided in the learning management system, Calvin’s People Search, and the instructor’s class picture generator in the portal can be used to cross reference student identity during video conferencing sessions.

Faculty should also monitor student learning for changes in student behavior, such as inconsistent academic performance or changes in writing style, language, or voice. It is recommended that faculty use a variety of assessment instruments which require students to reference their prior knowledge, experience, and to progressively submit projects and paper assignments in steps.

Responsibility for Policy implementation:
The Academic Division, Judicial Affairs, Admissions and the Office of Information Technology together are responsible for ensuring compliance.