

ED Service Registration Form

The Enterprise Directory (ED) is a central directory that provides for lookup of person identity information by Virginia Tech application services. VT Application services that wish to receive attributes from ED, must register and be approved. Application Services that are within the vt.edu network will be granted the default attributes without requiring specific approval from the data stewards. Security scan requirements may still be applicable. If additional attributes are requested SIS (IMCS) will request approval from the relevant data stewards.

Scope: Approved attributes will be available to the registered service via multiple protocols including LDAP, RESTful Web Services, and OAuth2/OIDC.

Service Information		
Service ID:		
Request Type:	<input type="checkbox"/> Register New Service	<input type="checkbox"/> Update attributes for existing service
How is your service/application hosted?		
<input type="checkbox"/> SaaS Application <input type="checkbox"/> Within the VT Network. Url: _____		
If your app is a third party application, does it have an approved FERPA clause/addendum in the contract that is approved by the Registrar?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Describe the purpose/function of the service:		
How will data in your service be viewed and by whom?		
Will data be stored in your service? If so, which attributes will be stores and how?		
Some data can be suppressed by the user. How will your service handle data that is indicated as suppressed?		
Service Attributes		
For descriptions see https://middleware.vt.edu/ed/schema/#objectclass-virginiatechperson .		
Default Attributes (all registered and approved application services will have access to these attributes)		
<ul style="list-style-type: none"> authId cn [Person Full Name] eduPersonAffiliation givenName [First Name] groupMembership 	<ul style="list-style-type: none"> groupMembershipUgid suppressDisplay suppressedAttribute suppressEmployeeDisplay middleName 	<ul style="list-style-type: none"> sn [Last Name] uid uupid virginiaTechAffiliation virginiaTechID

Additional Attributes Available

(These attributes will require additional approval from the relevant data stewards; Only select these if necessary)

Additional Bio-demographic Data (Includes data for students, employees, affiliates, and alumni)

<input type="checkbox"/> address	<input type="checkbox"/> legalName	<input type="checkbox"/> mailstop
<input type="checkbox"/> c [Country Code]	<input type="checkbox"/> localFAX	<input type="checkbox"/> mobile
<input type="checkbox"/> displayName	<input type="checkbox"/> localMobile	<input type="checkbox"/> pager
<input type="checkbox"/> facsimileTelephoneNumber	<input type="checkbox"/> localPager	<input type="checkbox"/> personData (remove??)
<input type="checkbox"/> homeFAX	<input type="checkbox"/> localPhone	<input type="checkbox"/> postalAddress
<input type="checkbox"/> homeMobile	<input type="checkbox"/> localPostalAddress	<input type="checkbox"/> postalCode
<input type="checkbox"/> homePager	<input type="checkbox"/> mail	<input type="checkbox"/> postOfficeBox
<input type="checkbox"/> homePhone	<input type="checkbox"/> mailAccount	<input type="checkbox"/> preferredLanguage
<input type="checkbox"/> homePostalAddress	<input type="checkbox"/> mailAlias	<input type="checkbox"/> st [State]
<input type="checkbox"/> initials	<input type="checkbox"/> mailForwardingAddress	<input type="checkbox"/> street
<input type="checkbox"/> l [Locality/City]	<input type="checkbox"/> mailPreferredAddress	<input type="checkbox"/> telephoneNumber

Sensitive Person Data (Justification Required)

<input type="checkbox"/> dateOfBirth	Justification:
<input type="checkbox"/> gender	

Student/Academic/Alumni Data

<input type="checkbox"/> campus	<input type="checkbox"/> lastEnrollmentTerm	<input type="checkbox"/> nextEnrollmentTerm
<input type="checkbox"/> classLevel	<input type="checkbox"/> lastenrollmentTermCode	<input type="checkbox"/> nextEnrollmentTermCode
<input type="checkbox"/> classLevelCode	<input type="checkbox"/> major	<input type="checkbox"/> undergraduateLevel
<input type="checkbox"/> degreeType	<input type="checkbox"/> majorCode	

HR/Employee Data

<input type="checkbox"/> department	<input type="checkbox"/> departmentNumber	<input type="checkbox"/> title
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Identity Data (Includes data for students, employees, affiliates, and alumni)

<input type="checkbox"/> accountCreationDate	<input type="checkbox"/> creationDate	<input type="checkbox"/> passwordExpirationDate
<input type="checkbox"/> accountExpirationDate	<input type="checkbox"/> expirationDate (how diff???)	<input type="checkbox"/> passwordState
<input type="checkbox"/> eduPersonPrimaryAffiliation	<input type="checkbox"/> guestId	<input type="checkbox"/> publicKey
<input type="checkbox"/> accountState	<input type="checkbox"/> instantMessagingID	<input type="checkbox"/> responsiblePerson
<input type="checkbox"/> accountShelveDate	<input type="checkbox"/> jpegPhoto	<input type="checkbox"/> userCertificate
<input type="checkbox"/> bannerPIDM	<input type="checkbox"/> labeledURI	<input type="checkbox"/> userSMIMECertificate

Department and Contact Information			
<i>Department Information</i>			
Name:			
Number (6 digits):			
<i>Responsible Contact</i>			
Name:		VT Username:	
Office Phone:			
<i>Technical Contact</i>			
Name:		VT Username:	
Office Phone:			
Department Head Signature <i>Please sign digitally with your PDC.</i>			
Name:			
Signature:			

ED Service Process Checklist

This checklist is for reference to help you follow the process as it progresses.

- Complete this form and submit.
- IT Security Office performs an initial scan of your server environment.
- IMCS will facilitate request for approval from Data Stewards as needed. You may be requested to attend an approval meeting if needed.
- Submit the Middleware Client Certificates request form in the ServiceNow Service Catalog.
- Receive Service ID with default attributes.
- Contact IT Security Office to have skeleton application scanned.
- Receive remaining approved attributes.