THIS COMPLAINT CARRIES WITH IT A DMCA COMPLAINT PROCESSING FEE OF $25.00 CHARGED TO YOUR MSU STUDENT RECEIVABLE ACCOUNT. If you received multiple first complaint letters the fee will be assessed one time only.

Dear {Name},

A report has been filed with this office alleging that you are in violation of the Digital Millennium Copyright Act (DMCA) of 1998 by making available (sharing) copyrighted material over the Internet. As this constitutes using your MSU network privileges to violate federal and state copyright laws, you are therefore also in violation of MSU s Network Acceptable Use Policy (AUP). Please refer to section V: 5.1, which particularly applies to your case. A copy of this policy may be found at: https://itservices.msu.edu/guidelines-policies/aup.html

Specifically, it was reported that on {Date} the following IP address {IP\_address}, which was registered to your MSU NetID, was openly sharing the files listed in the complaint attached to this ticket, which can be viewed here: {web\_url}

As a result, you are expected to immediately stop all sharing of copyrighted material from your computer and/or wireless router. You must also go to http://help.msu.edu/copyright/complaint/ no later than 48 hours from the date and time of this email (excluding weekends and University holidays) to confirm that you have stopped all illegal activity. Failure to take action by the stated time will result in suspension of your network connectivity. Your MSU Student Receivable Account has been assessed a fee of $25.00 with the description of DMCA Complaint Process Fee 1 .

As you go through the process at this website you will be informed in detail on the nature of the charges, steps that need to be taken to remedy the immediate situation and how to avoid this type of situation from happening again in the future. You will also be informed of the consequences of any further DMCA Complaints. Once your network connectivity is suspended, it will not be restored until you have visited the copyright complaint website and submitted your response. If your network connection is shut off, you will still have access to the Internet and MSU s network resources through any of MSU s public computer labs across campus. This will allow you to complete any class work requiring network access and/or to access D2L. If you have any questions, please do not hesitate to contact the DMCA Processing Office.

Respectfully,

DMCA Processing Agent MSU DMCA Processing Office: (517) 353-1800