# Pop & Jazz Conservatory and Helsinki Conservatory Students

New students get their new user accounts to access Metropolia's online services.

A user account can be activated at http://amme.metropolia.fi/activate using a netbank user ID or a mobile certificate. By activating the account the user accepts the rules and regulations as described in the General Policy on the Use of Information Systems.

If neither of the proposed ways are possible, Metropolia IT Services sends the account slip to the contact person, who then gives it to the student. The user activates the account http://activation.metropolia.fi accepts the terms of use and changes the password. The activation password is valid for 45 days, after that you have to get a new activation password. Instructions for getting a new activation password are the same as in the case of forgotten password.

## **Contact persons**

### Helsinki Conservatory

- Harri Pellikka (harri.pellikka(at)konservatorio.fi)
- substitute during vacations etc. Maria Hyvärinen (maria.hyvarinen(at)konservatorio.fi)

#### Pop & Jazz Conservatory

- Sanna Marjanen (sanna.marjanen(at)popjazz.fi)
- substitute during vacations etc. Jyrki Hautamäki (jyrki hautamaki(at)popjazz.fi)

## Metropolia computers, the network and user accounts are only to be used for study purposes

Installing software, changing the directory structures or the settings of school computers is forbidden and all such changes will be deleted by the maintenance personnel. Storage space is available in the network.

Sharing or saving inappropriate and copyright infringing material on school computers, or using software which may overload the network and servers is forbidden. Using other users' user accounts is illegal and strictly prohibited.

Students are responsible for ensuring that their user name and password are not disclosed to others.

To get help with IT problems, students can contact user support - Helpdesk.

Helsingin Konservatorion ja PopJazzin opiskelijat