Registration Policy

Version: 1.4

Definitions

In this policy:

DNS means the 'Domain Name System' that is a distributed database and hierarchical global infrastructure deployed on the Internet and private IP-based networks used to resolve domain names into IP addresses.

ICANN means the Internet Corporation for Assigned Names and Numbers, its successors and assigns.

Member of Monash University means Monash, Monash's Affiliates (as that term is defined in Monash's Registry Agreement with ICANN for the TLD which may include, but is not limited to, an employee, a member of a board of directors or trustee), or Monash's Trademark Licensees.

Monash means Monash University ABN 12 377 614 012.

Registrant means the individual or entity that is the holder of the domain name as found in the Registry Service and controls the DNS records for that domain name.

Registrar means an entity that is authorised to offer domain name registrar services in relation to the TLD.

Registry means the systems used to record, store and maintain details of domain names in the TLD.

Service means the services that we provide in relation to the TLD.

Trademark Licensee means any corporation, partnership, limited liability company or similar legal entity (and not a person) that has a written trademark license agreement with Monash or Monash's Affiliate, for use of the registered trademark owned by Monash or Monash's Affiliate, the textual elements of which correspond exactly to the TLD operated by Monash, where:

   i.   such license is valid under applicable law;

   ii.   such license is for the use of such trademark in the regular course of that entity's business outside of the provision of TLD Registry Services, and is not primarily for the purpose of enabling registration or use of domain names in the TLD;

   iii.   such trademark is used continuously in that entity's business throughout the term of Monash's Registry Agreement with ICANN; and

   iv.   the domain names in the TLD registered to the Trademark Licensee are to be used for the promotion, support, distribution, sales or other services reasonably related to any of the goods and/or services identified in the trademark registration.

TLD means Top Level Domain and for the purpose of this policy the TLD means .monash.

We, **us** and **our** means Monash or its designated representatives.

You and **your** means the person or entity accessing the Service.

Zone File means a data file which describes a sub-section of the Domain Name System hierarchy for which administrative responsibility has been delegated.

Purpose

The purpose of this policy is to describe:

- the eligibility requirements for registering a domain name in the TLD;
- the technical requirements for the composition of a domain name;
- what domain names may be restricted or reserved by us;
- information about a domain name that is displayed publically in the WHOIS Service;
- how the Zone File for the TLD may be accessed.

We have developed this policy with reference to applicable industry standards, ICANN mandated requirements, and to meet our operational requirements for the TLD.

All domain names in the TLD are subject to this and our policy issued by us. Further policies and procedures in relation to the TLD can be found at the following link: http://www.nic.monash/.

We may discontinue or amend any part or the whole of this policy from time to time at our absolute discretion. The latest version of this policy will be posted at the following link: http://www.nic.monash/.

Policy Statement

Eligibility

Mission and purpose of the TLD

The mission and purpose of the TLD is to present a cohesive, clear, dedicated and immediately identifiable online identity for Monash University.

Proposing the registration or renewal of a domain name

The procedure for submitting a proposal to register or renew domain names in the TLD can be found at the following link http://www.policy.monash.edu/policy-bank/management/its/domain-names-procedures.html.

The procedure will ensure that all proposals are assessed to confirm that our requirements for eligibility are met.

Eligibility requirements

To support the mission and purpose of the TLD we have established the following eligibility requirements for a domain name registration in the TLD.

In order to be eligible to register or renew a domain name in the TLD the requestor must warrant:

- it is a Member of Monash University; and
- if the Registrant is a Member of Monash University that is a Trademark Licensee, that the domain name will be used for the promotion, support, distribution, sales or other services reasonably related to any of the goods and/or services identified in the trademark registration.

Submitting information regarding your eligibility

In order to register or renew a domain name in the TLD the Registrant of the domain name must be a Member of Monash University.

Evidencing your eligibility

The following information will be required with each proposal to register or renew a domain name:

- the completed proposal forms; and
- an undertaking by the requestor to make the warranties, acknowledgements and agreements contained in the registration form accessible from http://www.policy.monash.edu/policy-bank/management/its/domain-names-procedures.html.

Eligibility review

During the process of reviewing a proposal to register or renew a domain name we will examine all the information provided to support the requestor's eligibility.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **3** of **26**

MONASH University

Proposals to register or renew a domain name will be granted or declined according to our procedure, and all decisions will at all times be made at our sole discretion.

Continuing eligibility

Where eligibility information in relation to a domain name:

- changes — then you must update such information with the Registrar as soon as possible, and within 14 calendar days of the change occurring; or
- is no longer valid — then you must contact us or the Registrar as soon as possible, and at least within 14 calendar days of this occurring, and request that the domain name be deleted.

Transferring a domain name to another person or entity

A domain name may only be transferred to another person or entity that meets the requirements of this and any of our other policies, and only where agreed and approved by us. We may reject a transfer where the domain name is subject to any dispute resolution process.

Where a domain name is transferred to you, you must ensure that you provide any required information pertaining to your eligibility for the domain name to us or to the Registrar as soon as possible, and at least within 14 calendar days of the transfer occurring otherwise we may, at our discretion, suspend or delete the domain name.

Eligibility monitoring

At any time during the lifecycle of the domain name we may review the information that you have provided to substantiate your eligibility in accordance with this policy.

Where we believe that the information that you have provided with regard to your eligibility is out of date, incorrect, or requires further clarification, we may contact you.

Where we have contacted you in regard to the information that you have provided in respect of your domain name application, you must respond to us within 14 calendar days confirming, updating or explaining the information that is the subject of our request.

Where you are unable to provide confirmation of the information, provide updated information, or we receive no response to our request, we may suspend or terminate your use of the domain name.

Where you are able to provide to us confirmation of the information, or the requested updated information, you have 14 calendar days to contact the Registrar and provide the information. Should you not contact the Registrar and provide the update, then we may suspend or terminate your use of the domain name.

Eligibility disputes

Any person or entity may challenge the eligibility information provided by you in relation to a domain name.

Details about our Eligibility Dispute Resolution Procedure are as follows:

1. Refer to Eligibility challenge
2. Submit challenge with reason to Chief Information Officer, eSolutions

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C

Page **4** of **26**

3. Chief Information Officer, eSolutions to review challenge
4. Challenge resolved internally

If someone wants to challenge eligibility they will need to send notice of the challenge along with the reason for the challenge to the Chief Information Officer, eSolutions. If appropriate the challenge will be referred internally for decision. Any decisions made will be final and communicated accordingly.

Requirements for the composition of a domain name

The purpose of this section is to describe the elements that make up a domain name, how those elements are commonly described, and the technical requirements for those elements. This section is subject to any requirements mandated by ICANN from time to time.

General information about domain names

In the operation of the TLD we use the word 'label' to describe a sequence of characters. A domain name is made up of one or more labels, separated by a full stop ('.'), before the TLD, for example name.monash, or domain.name.monash.

Labels that may be used to make a domain name are subject to composition requirements described in this policy.

Levels of domain names

A domain name is often described in relation to its 'level', for example:

- a 'second level' domain name consists of one label before the TLD, for example name.monash; and
- a 'third level' domain name consists of two labels before the TLD, for example domain.name.monash.

Composition requirements

We validate that all domain names created in the TLD meet the technical composition requirements described in this section.

All domain names must conform to certain requirements. Each label in the domain name must:

- have a minimum of 1 character, and a maximum of 63 characters;
- only contain letters (a-z, A-Z), digits (0-9) and hyphens (-), or a combination of these;
- begin with a letter or a digit and end with a letter or a digit;
- neither begin with, nor end with a hyphen (-);
- not contain hyphens (-) in the third and fourth positions (e.g. www.ab - - cd.monash); and
- not include a space (e.g. www.ab cd.monash).

Reserved and Restricted Domain Names

The purpose of this section is to describe the various types of labels in the TLD that may be 'reserved', meaning that they are unavailable for registration as a domain name, or 'restricted', meaning that they may be available for registration as a domain name under certain conditions.

Our use of reserved and restricted labels

Subject always to ICANN mandated requirements; a reserved or restricted label may be allocated or registered to us.

Reserved labels

The labels that are reserved in the TLD are labels may be those that:

- are for our technical operations;
- are necessary for the operation or the promotion of the TLD;
- represent country and territory names;
- represent names of intergovernmental organisations;
- are composed of two characters only;
- represent names of the International Olympic Committee, and those of the International Red Cross and Red Crescent Movement; and
- are reserved by us for any other reason.

Technical operations

The following ASCII label(s) are reserved in all levels of the TLD:

- "EXAMPLE";
- "NIC";
- "WWW";
- "RDDS"; and
- "WHOIS".

Country and territory names

Country and territory name label(s) may be reserved in all levels of the TLD. The following label(s) in the ASCII character set and in the Internationalised Domain Name form are reserved in all levels of the TLD:

- The short form (in English) of all country and territory names (including the European Union) contained on the ISO 3166-1 list, as updated from time to time (http://www.iso.org/iso/country_codes).
- Country and territory names described in the United Nations publication:
  Technical Reference Manual for the Standardization of Geographical Names, Part III 'Names of Countries of the World'
  (http://unstats.un.org/unsd/geoinfo/UNGEGN/docs/pubs/UNGEGN%20tech%20ref%20manual_m87_combined.pdf) as published by the United Nations Group of Experts on Geographical Names.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **6** of **26**

- The list of United Nations member states, in each of the official United Nations languages described in the United Nations publication:
  List of Country Names (http://unstats.un.org/unsd/geoinfo/ungegn/wg1.html) as prepared by the Working Group on Country Names of the United Nations Conference on the Standardization of Geographical Names.

Two-character labels
Labels composed of two characters in the ASCII character set may be reserved in all levels of the TLD.

Names of intergovernmental organisations
Names of intergovernmental organisations may be reserved at the second level of the TLD.

These labels can be found at the following link: http://www.icann.org/en/resources/registries/reserved.

Names of the International Olympic Committee, and those of the International Red Cross and Red Crescent Movement
Names of the International Olympic Committee and those of the International Red Cross and Red Crescent Movement may be reserved at the second level of the TLD.

These labels can be found at the following link: http://www.icann.org/en/resources/registries/reserved.

Reserved by us
Other label(s) may be reserved by us for our exclusive use, at any level of the TLD. The labels that are reserved by us are determined at our absolute discretion, and will not be published.

Status of reserved labels in the Service
Unless otherwise allocated according to this policy, the response to a WHOIS query for a domain name containing a reserved label includes a message indicating that the domain name is reserved.

The WHOIS Service and the information that is displayed is described below, under "The WHOIS Service".

Restricted labels

We have identified certain labels that will be restricted in the TLD. These labels have been chosen:

- due to laws which exist, or may come into existence; or
- to preserve religious, moral and cultural values.

The labels that are restricted are determined at our absolute discretion, and will not be published.

Registering a domain name that includes a restricted label
We will consider proposals to register or renew a domain name that includes a restricted label. Proposals to register or renew such domain names must be approved by us.

In considering your proposal we may require that you provide additional information including the grounds on which you believe that you should be able to register the label, and your intended use of the domain name.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **7** of **26**

Our decision to grant or decline such requests will be at our absolute discretion, and we are not required to communicate to the reason for making such determination.

Status of restricted labels in the Service
The response to a WHOIS query for a domain name containing a restricted label will return information if we have allowed the domain name to be registered, or where the domain name is not registered no data will be returned.

The WHOIS Service and the information that is displayed is described below, under "The WHOIS Service".

Amending the list of reserved or restricted labels
We may at our absolute discretion from time to time, subject always to applicable industry standards, and ICANN mandated requirements:

- add to, delete from and generally amend or modify the list of labels which are reserved or restricted, and the level at which they are reserved or restricted;
- allow a domain name containing certain reserved or restricted labels to be registered; or
- delete a domain name containing a label which is reserved or restricted, or recently determined to be added to the restricted list.

The WHOIS Service

The purpose of this section is to describe the WHOIS Service for the TLD, the information displayed by the WHOIS Service and how to use the WHOIS Service.

The WHOIS Service (also be written as *WhoIs* and *Whois*), is also known as the Registration Data Directory Services (**RDDS**).

To operate the TLD we have entered into an agreement with ICANN, which describes the requirements that we have in relation to the provision of the WHOIS Service. Details about ICANN's requirements with regard to WHOIS and additional information can be found on the ICANN website at the following link http://whois.icann.org/.

WHOIS is a query and response protocol used to lookup data related to domain names. A WHOIS query returns information related to contact details, name servers, and the Registrar of a domain name.

Who collects the information that is shown in the WHOIS Service?

Our agreement with ICANN requires that when a domain name is registered or renewed, we include certain information to be displayed in the WHOIS Service.

During the procedure of proposing to register or renew a domain name, the requestor must enter into a registration agreement, acknowledging and authorising the collection and use of the information in the provision of the WHOIS Service.

What information is returned from a WHOIS query?

When a user queries the WHOIS Service, where information exists a response will be returned containing details relating to the domain name, Registrar, and name server data, described in further detail below (see Appendix A of this policy).

WHOIS data accuracy

Registrant responsibilities

It is the Registrant's responsibility to ensure that any information provided when registering or renewing a domain name is complete and accurate. Additionally, the Registrant is required to update their information with the Registrar (in accordance with this policy) if a change has occurred to the information provided. WilfulFailure to do so may result in suspension or deletion of your domain name.

What we may do to promote accuracy

We, or the Registrar, may attempt to verify any information provided. A proposal to register a domain name may be rejected where incomplete information is provided until such time the appropriate requested information is provided, or where verification is determined to have not satisfied registration eligibility criteria.

During the term of registration of the domain name we, ICANN or the Registrar, may (where applicable):

- perform audits of the information that has been provided; or
- attempt to contact the nominated entities associated with the domain name, requesting the review of the information that has been provided—and if required request that the Registrant contact the Registrar to make adjustments.

What happens if WHOIS data is inaccurate?

Where it is determined that information provided in relation to a domain name is false, incorrect or out-dated; we, ICANN or the Registrar may suspend or cancel the domain name.

Preventing misuse of WHOIS data

The use of the WHOIS Service provided by us is subject to our Acceptable Use Policy which can be found at the following link http://www.nic.monash/. We also impose limits on the number of queries a user may make to the WHOIS Service.

No user of the WHOIS Service is permitted to utilise automated and/or electronic processes that send high volume to the WHOIS Service.

WHOIS query limits

To protect privacy, we have imposed limits on the number of queries that may be made. For general use of the WHOIS Service the following limits will apply, up to:

- twenty queries per hour from the same IP address; and
- two-hundred queries per day from the same IP address.

We may amend these limits at any time.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **9** of **26**

WHOIS restrictions
Where the WHOIS query limits have been exceeded the IP address will be barred from the ability to make additional queries for a period of 24 hours.

WHOIS query exemptions
Where permitted or required, we may consider exemptions to the WHOIS query limits described in this section from law enforcement agencies, government agencies and regulatory bodies.

Zone File Access

The purpose of this section is to describe how access to the Zone File may be granted.

ICANN requires that we in our management of the TLD follow the stated requirements to allow any user access to the TLD Zone File. Details about ICANN's requirements for Zone File access can be found on the ICANN web site at the following link http://www.icann.org/en/resources/compliance/registries/zfa.

Submitting a request for Zone File access
All requests to access the Zone File for the TLD must be submitted through the Centralized Zone Data Service found at the following link: https://czds.icann.org/en.

Credentialing requirements and agreement
Access to Zone File data for the TLD may be available to users subject to verification of the users' credentials and agreement by the user that the data will only be used for lawful purposes and in accordance with this policy.

In order to grant access to the Zone File for the TLD, we will request, through the Centralized Zone Data Service, each user to provide the reason for which it seeks access and information sufficient to correctly identify and locate the user.

A user will be required to enter into an agreement that will govern the access to our Zone File data and its use. The agreement will be standardised, facilitated and administered by the Centralized Zone Data Access Provider.

A user's access to the Zone File data is always subject to the requirements of ICANN.

Grant and revocation of access
On approval, we or ICANN will grant the user a non-exclusive, non-transferable, limited right to access our Zone File data. The method of access will be defined by us and this method will be made to you at the time of application.

The Centralized Zone Data Access provider may reject the request for access of any user that does not satisfy the credentialing requirements. In addition, we may reject the request for access:

- of any user that does not provide correct or legitimate credentials (in our reasonable opinion); or
- where we reasonably believe that the user will use the data in a manner that contravenes this policy.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **10** of **26**

We may, at any time, revoke access of any user where we have evidence to support that the user's use of the data contravenes this policy or any other policy issued by us, or where we are instructed to do so by ICANN.

Use of Zone File data by the user

We will permit the user to use the Zone File data for lawful purposes, provided that:

1   the user takes all reasonable steps to protect against unauthorised access to, and use and disclosure of, the Zone File data; and
2   under no circumstances, the user will use the Zone File data to:
    a. allow, enable or otherwise support the transmission by email, telephone or facsimile of mass unsolicited, commercial advertising or solicitations to entities other than users' own existing customers (and only where permitted under law); or
    b. enable high volume, automated, electronic processes that send queries or data to our systems, or that of any Registrar.

Term of use

Use of the Zone File data will be for a limited time and we or ICANN may require the user to renew the grant of access.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **11** of **26**

MONASH University

Appendix A

Using the WHOIS Service

How to make a WHOIS query

A WHOIS query for the TLD may be made by using the command line interface as described in "RFC 3912 *WHOIS Protocol Specification*" to send the query, or via a web-based interface.

Command line interface

To make a query using the command line interface:

1. connect to whois.nic.monsah, Port 43;
2. send the query in the required format, described in the following sections. Please note that the example query formats provided assume the use of the JWHOIS client (http://www.gnu.org/software/jwhois/) and should be adjusted for the selected command line interface; and
3. the WHOIS Service will respond with the requested information.

Web-based interface

The web-based interface (available at the following link http://www.nic.monash/) allows any user to make a WHOIS query in the following way:

1. enter the desired information in the required format (described below); and
2. the WHOIS Service will respond with the requested information.

Sample WHOIS query and response formats

Domain name data

The following table shows the information that a response to a WHOIS query would return for the domain name *EXAMPLE.TLD.*

The status codes that may be displayed in response to a WHOIS query are described in below in Appendix B of this policy.

Query format

Command line interface: whois -h EXAMPLE.TLD

Enter into the web-based interface: EXAMPLE.TLD

Response format

```
Field Name: WHOIS response for EXAMPLE.TLD
Domain Name: EXAMPLE.TLD
```

```
Domain ID: D1234567-TLD
WHOIS server: whois.example.tld
Referral URL: http://www.example.tld
Updated Date: 2009-05-29T20:13:00Z
Creation Date: 2000-10-08T00:45:00Z
Registry Expiry Date: 2010-10-08T00:44:59Z
Sponsoring Registrar: EXAMPLE REGISTRAR
Sponsoring Registrar IANA ID: IANA ID: 5555555
Domain Status: clientDeleteProhibited
Domain Status: clientRenewProhibited
Domain Status: clientTransferProhibited
Domain Status: serverUpdateProhibited
Registrant ID: 5372808-ERL
Registrant Name: EXAMPLE REGISTRANT
Registrant Organisation: EXAMPLE ORGANIZATION
Registrant Street: 123 EXAMPLE STREET
Registrant City: ANYTOWN
Registrant State/Province: AP
Registrant Postal Code: A1A1A1
Registrant Country: EX
Registrant Phone+: 1.5555551212
Registrant Phone Ext: 1234
Registrant Fax: +1.5555551213
Registrant Fax Ext: 4321
Registrant Email: EMAIL@EXAMPLE.TLD
Admin ID: 5372809-ERL
Admin Name: EXAMPLE REGISTRANT ADMINISTRATIVE
Admin Organisation: EXAMPLE REGISTRANT ORGANIZATION
Admin Street: 123 EXAMPLE STREET
Admin City: ANYTOWN
Admin State/Province: AP
Admin Postal Code: A1A1A1
Admin Country: EX
Admin Phone: +1.5555551212
Admin Ext: 1234
Admin Fax: +1.5555551213
Admin Fax Ext: 4321
Admin Email: EMAIL@EXAMPLE.TLD
Tech ID: 5372811-ERL
Tech Name: EXAMPLE REGISTRAR TECHNICAL
Tech Organisation: EXAMPLE REGISTRAR LLC
Tech Street: 123 EXAMPLE STREET
Tech City: ANYTOWN
Tech State/Province: AP
Tech Postal Code: A1A1A1
Tech Country: EX
Tech Phone: +1.1235551234
Tech Ext: 1234
Tech Fax: +1.5555551213
Tech Fax Ext: 93
```

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **13** of **26**

```
Tech Email: EMAIL@EXAMPLE.TLD
Name Servers: NS01.EXAMPLEREGISTRAR.TLD
Name Servers: NS02.EXAMPLEREGISTRAR.TLD
DNSSEC: signedDelegation
DNSSEC: unsigned
>>> Last update of WHOIS database: 2009-05-29T20:15:00Z <<<
```

Registrar data

The following shows the information that a response to a WHOIS query would return for the Registrar *Example Registrar Inc.*

Query format

Command line interface:

- whois -h whois.nic.TLD 'registrar example-registrar' or
- whois -h whois.nic.TLD 'registrar 5555555'

Enter into the web-based interface: registrar Example Registrar.

Response format

```
Field Name: WHOIS response for Example Registrar
Registrar Name: Example Registrar.
Street: 1234 Admiralty Way
City: Marina del Rey
State/Province: CA
Postal Code: 90292
Country: US
Phone Number: +1.3105551212
Fax Number: +1.3105551213
Email: registrar@example.tld
WHOIS Server: whois.example-registrar.tld
Referral URL: http://www.example-registrar.tld
Admin Contact: Joe Registrar
Phone Number: +1.3105551213
Fax Number: +1.3105551213
Email: joeregistrar@example-registrar.tld
Phone Number: +1.3105551214
Fax Number: +1.3105551213
Email: janeregistrar@example-registrar.tld
Technical Contact: John Geek
Phone Number: +1.3105551215
Fax Number: +1.3105551216
Email: johngeek@example-registrar.tld
>>> Last update of WHOIS database: 2009-05-29T20:15:00Z <<<
```

Name server data

The following table shows the information that a response to a WHOIS query would return for the name server *NS1.EXAMPLE.TLD.*

MONASH University

Query format

Command line interface:

- whois NS1.EXAMPLE.TLD or
- whois –h nameserver (nameserver name) or
- whois –h nameserver (IP Address)

Enter into the web-based interface:

- NS1.EXAMPLE.TLD or
- nameserver (nameserver name) or
- nameserver (IP Address)

Response format

```
Field Name: WHOIS response for NS1.EXAMPLE.TLD
Server Name: NS1.EXAMPLE.TLD
IP Address: 192.0.2.123 IP
Address: 2001:0DB8::1
Registrar: Example Registrar.
WHOIS Server: whois.example-registrar.tld
Referral URL: http://www.example-registrar.tld
>>> Last update of WHOIS database: 2009-05-29T20:15:00Z <<<
```

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **15** of **26**

Appendix B

Domain Name Lifecycle

The purpose of this section is to describe the lifecycle of a domain name in the TLD. This section includes the:

- length of time that a domain name may be registered for;
- the operations that may be performed on a domain name;
- the various states that a domain name may be in;
- grace periods that are given to a domain name;
- how a domain name transitions between states;
- locks that may be placed on domain names; and
- special considerations for exceptional circumstances.

Registration periods

The maximum validity period for domain names is 10 years. Domain names may be created with, or renewed in, one year increments up to the maximum period.

Operations that may be performed on a domain name

Throughout the lifecycle of a domain name, certain operations may be performed on the domain name. The outcome of those operations may differ depending on the state the domain name is in. These states are described below.

The operations applicable to a domain name are as follows.

Create

"**Create**" is the operation that produces (registers) a domain name in the Registry. While this is not an operation <u>on</u> a domain name, it is included here for completeness.

Update

An "**Update**" operation modifies the domain authinfo, associated contact objects and delegation information

Renew

A "**Renew**" operation may be explicitly performed on a domain name by the sponsoring Registrar in order to extend its validity period.

Transfer

A "Transfer" operation moves a domain name from the sponsorship of one Registrar to another. Where applicable, a domain name may be moved from the sponsorship of one Registrar to another through the use of a "**Transfer**" operation. Transfer operations are further broken down into:

Transfer (request)	The Registrar which will take sponsorship of the domain name (gaining Registrar), requests the Transfer.
Transfer (approve)	The Registrar which will lose sponsorship of the domain name (losing Registrar), explicitly approves the Transfer request.
Transfer (reject)	The Registrar which will lose sponsorship of the domain name rejects the Transfer request.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **16** of **26**

Transfer (cancel)	The gaining Registrar cancels the Transfer request.

A Transfer (request) operation is automatically approved by the Registry after five calendar days if a Transfer (approve) or Transfer (reject) operation is not received from the losing Registrar, and the Transfer (request) has not been cancelled by a gaining Registrar.

Delete
The sponsoring Registrar requests that the domain name be removed from the Registry by the Delete operation.

For further information please refer to the section 'Transitions between states' below.

Restore
After a Delete operation a domain name may be reinstated using the "**Restore**" operation. Restore operations are further broken down into:

Restore (request)	The sponsoring Registrar requests that a domain name be restored.
Restore (report)	The sponsoring Registrar provides a report regarding a domain name for which it has previously issued a Restore request.

For further information refer to the section 'Transitions between states' below.

States a domain name may be assigned

The states that a domain name can exist in are:

- Registered;
- Pending Create;
- Pending Transfer;
- Redemption;
- Pending Restore; and
- Pending Delete.

The following section describes these states:

Domain status	Means the status information that will be available to Registrars, and in some cases displayed in the WHOIS output.
In DNS?	Means the associated name server records (and glue records if any) are published in the DNS.

Registered

State	Registered
Domain status	ok, or varied status values noted by the absence of pendingTransfer or pendingDelete
In DNS?	Yes
Allowed operations	Update, Renew, Transfer (request) and Delete
What it means for a domain name	The default state of a domain name. There are no pending operations and the domain has not been deleted.
Length of time in this state	-

Pending Create

State	Pending Create
Domain status	pendingCreate
In DNS?	No
Allowed operations	Delete
What it means for a domain name	We have received a request from a Registrar to register a domain name matching an entry on the list of restricted labels for the TLD. Subsequent attempts to register the same domain name will not be queued whilst in this state. Approval of the request is at our discretion subject to our policies. This state is not used for applications for domain names made during the Sunrise and Claims Notice Periods as described in our policy.
Length of time in this state	This state applies for a maximum of 5 calendar days.

Pending Transfer

State	Pending Transfer
Domain status	pendingTransfer
In DNS?	Yes
Allowed operations	Transfer (cancel, reject, approve)
What it means for a domain name	A Registrar has requested a Transfer of the domain name and it is not yet completed. All operations that would transform the domain name, other than those to cancel, reject, or approve the Transfer are rejected.
Length of time in this state	This state applies for a maximum of 5 calendar days.

Redemption

State	Redemption
Domain status	pendingDelete redemptionPeriod
In DNS?	No
Allowed operations	Restore (request)
What it means for a domain name	The sponsoring Registrar has requested that the domain name be Deleted. The sponsoring Registrar may perform a Restore operation to reinstate the domain name. The domain name continues to be withheld from the DNS unless it is reinstated. All operations that would transform the domain name, other than to Restore are rejected.
Length of time in this state	This state applies for 30 calendar days.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **18** of **26**

Pending Restore

State	Pending Restore
Domain status	pendingDelete
	pendingRestore
In DNS?	Yes
Allowed operations	Restore (report)
What it means for a domain name	A Restore request is pending. The sponsoring Registrar must submit a Restore report. The domain name is in the DNS. All operations that would transform the domain name, other than the Restore report are rejected.
Length of time in this state	This state applies for a maximum of 7 calendar days.

Pending Delete

State	Pending Delete
Domain status	pendingDelete
In DNS?	No
Allowed operations	None
What it means for a domain name	The Redemption Grace Period has lapsed and the domain name is pending being removed from the Registry. This state prohibits the sponsoring Registrar from the Update, Restore operations or modifying the domain name. At the end of this period the domain name is removed from the Registry and may become available for registration.
Length of time in this state	This state applies for 5 calendar days.

Grace periods

There are five grace periods that are applicable to domain names:

- Add Grace Period;
- Renew Grace Period;
- Auto-Renew Grace Period;
- Transfer Grace Period; and
- Redemption Grace Period

The following describes each of the domain name grace periods and how these may affect operations in relation to the domain name.

The grace period states described in this section are additional to those described in the preceding section.

Domain status	Means the status information that will be available to Registrars, and in some cases displayed in the WHOIS output.
Effect on operations	Describes the effect that this grace period will have on various operations

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C

Page **19** of **26**

Add Grace Period

Period	Add Grace Period	
Domain status	addPeriod	
Effect on operations	Subject to the following the Add Grace Period does not have any impact on other operations.	
	Delete	The sponsoring Registrar, who must have created the domain name, may Delete the domain name. The operation occurs with immediate effect and the domain name may become available for registration.
	Renew	The sponsoring Registrar may Renew the domain name. The total period for the domain name is the sum of the initial period specified when the domain name was created and any renewal term, subject to the 10 year maximum.
	Transfer	A Transfer may not occur during the Add Grace Period, or at any other time in the first 60 calendar days after the initial creation, or approved transfer of the domain name. The Registry will prevent such a transfer from occurring.
What it means for a domain name	Allows for no-cost cancellation of a domain name registration resulting from typographical or other errors by Registrars and Registrants. Once cancelled the domain name may become immediately available for registration.	
Length of time in this period	This state applies for 5 calendar days after the domain name is Registered. Note the Add Grace Period does not apply to Pending Create.	

Renew Grace Period

Period	Renew Grace Period	
Domain status	renewPeriod	
In DNS?	Yes	
Effect on operations	Subject to the following the Renew Grace Period does not have any impact on other operations.	
	Delete	The sponsoring Registrar, who must have initiated the Renew operation, may Delete the domain name. The extension to the registration period caused by the preceding renew is reversed and unless the domain name is also in the Add Grace Period, the domain name enters the Redemption state. If the domain name is also in the Add Grace Period it is removed from the Registry with immediate effect and may become available for registration.
	Renew	The sponsoring Registrar, who must have initiated the Renew operation, can subsequently Renew the domain name, causing a second independent Renewal Grace Period to start. The total registration period for the domain name is extended by the renewal term, limited to the 10 year maximum.
	Transfer	An approved transfer ends the current Renew Grace Period without a refund and begins a Transfer Grace Period.
What it means for a domain name	Allows the sponsoring Registrar to undo the operation to Renew via the Delete operation.	
Length of time in this period	This state applies for 5 calendar days.	

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C

Page **20** of **26**

MONASH University

Auto-Renew Grace Period

Period	Auto-Renew Grace Period	
Domain status	autoRenewPeriod	
Effect on operations	Subject to the following, the Auto-Renew Grace Period does not have any impact on other operations.	
	Delete	The sponsoring Registrar, who must be the sponsoring Registrar when the Auto-Renew Grace Period commenced, may Delete the domain name. The registration period auto-renew extension is reversed and the domain name enters the Redemption state.
	Renew	The sponsoring Registrar, who must be the sponsoring Registrar when the auto-renew occurred, can Renew the domain name for another period causing an independent Renewal Grace Period to begin. The registration period is extended by the renewal term, limited to the 10 year maximum.
	Transfer	An approved transfer ends the current Auto-Renew Grace Period, and begins a Transfer Grace Period. The registration period auto-renew extension is reversed and the registration is extended by the period specified in the transfer.
What it means for a domain name	Auto-Renew Grace Period allows for domain names to remain in the DNS beyond the expiration of the registration period, to provide adequate time for the sponsoring Registrar to obtain the Registrants intent to renew the domain name.	
Length of time in this period	This state applies for 45 calendar days after expiry of the domain name.	

Transfer Grace Period

Period	Transfer Grace Period	
Domain status	transferPeriod	
Effect on operations	Subject to the following the Transfer Grace Period does not have any impact on other operations.	
	Delete	The sponsoring Registrar, who must have initiated the Transfer, may Delete the domain name. The extension to the registration period of the preceding transfer is reversed and the Redemption state is entered.
	Renew	The sponsoring Registrar can Renew the domain name thus causing an independent Renewal Grace Period to begin. The registration period for the domain name is extended by the renewal term, limited to the 10 year maximum.
	Transfer	A further transfer may not occur during the 60 calendar day period after the approved transfer of a domain name. The Registry will prevent such a transfer from occurring. Should a special situation require transfer back to the losing Registrar, this is dealt with by taking into account the unique circumstances of the situation and will require our approval and manual intervention.
What it means for a domain name	Transfer Grace Period allows the sponsoring Registrar to undo the registration period extension (due to an approved transfer of a domain name), Deleting a domain name.	
Length of time in this period	This state applies for 5 calendar days after completion of the Transfer.	

Redemption Grace Period

Period	Redemption Grace Period
Domain status	pendingDelete
	redemptionPeriod
Effect on operations	Restore (request)
What it means for a domain name	Redemption Grace Period refers to the period of time the domain name spends in the Redemption state, starting after a domain name is deleted. The Redemption state description provides information on operations that are allowed during this period.
Length of time in this period	This state applies for 30 calendar days.

Overlap of grace periods

Grace periods may overlap. The four possible overlapping grace periods are:

- Add Grace Period with one or more Renew Grace Periods;
- Renew Grace Period with one or more other Renew Grace Periods;
- Auto-Renew Grace Period with one or more Renew Grace Periods; and
- Transfer Grace Period with one or more Renew Grace Periods.

These are treated independently with respect to timelines however operations on domain names are processed in a manner that takes into account the combined effects of all grace periods.

Transitions between states

Transitions between the various states of domain names are triggered in the Registry as follows:

Available > Registered

Transition from 'Available' (for registration) to Registered is triggered by the receipt of a request from a Registrar to Create the domain name that does not match an entry on the restricted list. This transition begins the Add Grace Period.

Available > Pending Create

Transition from 'Available' (for registration) to Pending Create is triggered by the receipt of a request from a Registrar to Create the domain name where that domain name matches an entry on the list of restricted labels. This transition does not begin the Add Grace Period.

Pending Create > Registered

Transition from Pending Create to Registered occurs on our approval of the registration request. This transition begins the Add Grace Period.

Pending Create > Deleted

Transition from Pending Create to Deleted occurs if the request to register the domain name is not approved by us. The domain name is removed from the Registry and may become available for registration.

Registered > Pending Transfer

Transition from Registered to Pending Transfer is triggered by the receipt of a request to Transfer the domain name. On approval the transfer results in the extension of the domain name registration.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C

Page **22** of **26**

Requests to Transfer the domain name within 60 days of creation or a previous Transfer are rejected. As described in the preceding section in relation to the Transfer Grace Period, exceptions may apply and are dealt with on a case by case basis.

Pending Transfer > Registered

Transition from Pending Transfer to Registered may be triggered by the following operations:

Cancel	During the Pending Transfer period the gaining Registrar may cancel the Transfer by requesting the Transfer to be cancelled. The registration period remains unchanged and all existing grace periods at the time of transfer request remain in effect.
Reject	During the Pending Transfer period the losing Registrar may reject the Transfer. The registration period remains unchanged and all grace periods existing at the time of Transfer request remain in effect.
Approve	During the Pending Transfer period the losing Registrar may approve the Transfer. If the Transfer was requested during the Auto-Renew Grace Period, the extension to the registration period is reversed. The registration period is extended by the amount specified in the Transfer request. This begins the Transfer Grace Period.
Auto-Approve	If after 5 days, no action has been taken, the Registry approves the Transfer automatically. If the Transfer was requested during the Auto-Renew Grace Period the extension to the registration period is reversed. The registration period is extended by the amount specified in the Transfer request. This begins the Transfer Grace Period.

Registered > Deleted

Transition from Registered to Deleted occurs on receipt of a request to Delete a domain name. If the domain name is in the Add Grace Period, it is removed from the Registry and may become available for registration.

Registered > Redemption

Transition from Registered to Redemption occurs on receipt of a request to Delete a domain name. If the domain name is not in the Add Grace Period, it transitions to the Redemption period state and all grace periods in effect are considered.

Redemption > Pending Restore

Transition from Redemption to Pending Restore occurs on receipt of a request to Restore a domain name. If the Redemption Period has not lapsed, the domain name transitions to the Pending Restore state. The domain name is provisioned in the DNS.

Pending Restore > Registered

Transition from Pending Restore to Registered during the Pending Restore period occurs when the sponsoring Registrar completes the Restore via a Restore (report) containing the registration data as at the time of deletion, the registration data at the time of the report, and the reason for the Restore to occur.

Pending Restore > Redemption

Transition from Pending Restore to Redemption occurs automatically 7 calendar days after the transition to the Pending Restore state. If a Restore (report) is not received the domain name transitions to the Redemption state, which begins a new Redemption period. The domain name is removed from the DNS.

Redemption > Pending Delete

Transition from Redemption to Pending Delete occurs automatically 30 calendar days after the transition to the Redemption state. If a Restore (request) is not received the domain name transitions to the Pending Delete state.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C

Page **23** of **26**

Pending Delete > Deleted

Transition from Pending Delete to Deleted occurs automatically 5 calendar days after the transition to the Pending Delete state. The domain name is removed from the Registry and may become available for registration.

Locks on domain names

Locks may be applied to the domain name to prevent specific operations occurring. There are two types of locks that may be applied 'client' locks and 'server' locks. Client and server locks may be applied independently or simultaneously.

Locks prefixed with 'client' are set or removed by the sponsoring Registrar; and we may set or remove locks prefixed with 'server'. Locks are added and removed independently however they can be combined to facilitate the enforcement of other processes, and outcomes such as those required as part of Uniform Domain Name Dispute Resolution Policy (UDRP).

The available locks are as follows.

Delete Prohibited

Domain status	clientDeleteProhibited
	serverDeleteProhibited
In DNS?	Yes
Allowed operations	Update, Renew, and Transfer (request)
What it means for a domain name	Requests to delete the domain name are rejected.

Hold

Domain status	clientHold
	serverHold
In DNS?	No
Allowed operations	Update, Renew, Transfer (request) and Delete
What it means for a domain name	DNS information is not published for the domain name.

Renew Prohibited

Domain status	clientRenewProhibited
	serverRenewProhibited
In DNS?	Yes
Allowed operations	Update, Transfer (request) and Delete
What it means for a domain name	Requests to Renew the domain name are rejected. Auto-Renew is allowed.

Transfer Prohibited

Domain status	clientTransferProhibited
	serverTransferProhibited
In DNS?	Yes
Allowed operations	Update, Renew, and Delete
What it means for a domain name	Requests to Transfer the domain name are rejected

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C

Page **24** of **26**

Update Prohibited

Domain status	clientUpdateProhibited
	serverUpdateProhibited
In DNS?	Yes
Allowed operations	Renew, Transfer (request), Delete and Update
What it means for a domain name	Requests to Update the domain name are rejected, unless the Update removes this state.

Notes on the Update command and delegation to the DNS

The Update command does not impact the state of the domain name through its lifecycle; however the command may be used to add and remove delegation information, which changes the DNS state of the domain name.

A domain name is required to have 1 or more name servers published in the DNS.

The following status information will appear in the WHOIS Service for a domain name that is not provisioned to the DNS:

inactive	The domain name has no name server information.
clientHold	The Registrar has withheld the domain name from publication to the DNS.
serverHold	We have withheld the domain name from publication in the DNS, either due to having an insufficient number of name servers, or as a result of another process or requirement.

Special considerations

ICANN approved bulk transfers

ICANN approved bulk transfers of domain names from one Registrar to another do not follow the typical transfer lifecycle. ICANN's Consensus Policy in relation to Transfer of registrations between Registrars can be found at the following link http://www.icann.org/en/general/consensus-policies.htm.

When bulk transfers are initiated existing grace periods are invalidated and no refunds are credited to the losing Registrar. The prohibition of a transfer period on domain names created or transferred within 60 calendar days does not apply after, and does not begin the Transfer Grace Period.

Uniform Rapid Suspension

ICANN has implemented a Uniform Rapid Suspension system; information about ICANN's Implementation of Uniform Rapid Suspension system can be found at the following link http://newgtlds.icann.org/en/applicants/urs. We adhere to the URS system; our Compliance Policy can be found at the following link http://www.nic.monash/.

The Uniform Rapid Suspension system allows for:

- the addition of one year to the registration period of a domain name, limited to the 10 year maximum; and
- placing of locks to prevent transform operations being performed, other than to restore a domain name as allowed by the URS system.

eSolutions Registry Operator
Monash University, Victoria, Australia, 3800
Email registry.operator@monash.edu
www.monash.edu
ABN 12 377 614 012 CRICOS Provider #00008C   Page **25** of **26**

At the expiration of the registration period, a domain name is not automatically renewed, but proceeds to the Redemption state and is not eligible for restoration.