

Lindsey Wilson College

Privacy Policy

Policy 02-07

Policy

Protecting the privacy of students, vendors, and all individuals and entities doing business with Lindsey Wilson College is very important to the College and its employees. Your privacy is held in the strictest of confidence and is considered a high priority.

This Privacy Policy Notice explains the type of information we may have about you and the type of information we sometimes share with others, as well as the type of information we will not share about you.

Information at Lindsey Wilson College is collected but not limited to the following methods

- Banner (Enterprise Resource Planning Software)
- myLWC intranet (<https://portal.lindsey.edu>)
- Lindsey Wilson College website (<http://www.lindsey.edu>)
- Admissions Application (<https://lindsey.elluciancrmrecruit.com/Admissions/Pages/Login.aspx>)

Categories of Nonpublic Personal Information Collected by the College

- Information we receive from you on applications or other forms
- Information we receive about you from external governmental, financial, testing, or other organizations
- Information we receive in processing your accounts with us and the transactions in those accounts
- While using myLWC, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. Personally identifiable information may include, but is not limited to your name, address, LWC user ID and email address.
- Any personal data you allow us to collect via third-party sources (Google Calendar, Gmail, etc.) is only utilized insofar as is necessary to personalize your myLWC experience. You may refuse to provide this information at any time, with the caveat that certain customization options and personalized features will be unavailable to you.

Categories of Nonpublic Information Disclosed by the College

- Information provided to the College by you required for verification of financial aid eligibility.
- Information regarding accounts that needs to be available to third party contractors for collection of delinquent account balances or loans due the College or governmental loan programs.
- Information requested by an authorized law enforcement process or court order.
- Information to provide medical care and related insurance information for individuals covered by the College's health insurance plans.

Categories of Affiliates and Nonaffiliated Third Parties to Whom the College Discloses Information

The College may disclose certain nonpublic personal information about you to nonaffiliated third parties as permitted by law. The third party must adhere to the privacy principles pertaining to such

information with regard to confidentiality. The exchange of information with these entities is deemed important in order to maximize the accuracy and detail of information reported. Information is provided in the following instances:

- The customer requests the information be sent.
- Disclosure is required by law.

Log Data

Like many site operators, we collect information that your browser sends whenever you visit our Site ("Log Data"). This Log Data may include information such as your computer's Internet Protocol ("IP") address, browser type, browser version, the pages of our Site that you visit, the time and date of your visit, the time spent on those pages and other statistics.

In addition, we may use third party services such as Google Analytics that collect, monitor and analyze the log data.

Cookies

Cookies are files with small amount of data, which may include an anonymous unique identifier. Cookies are sent to your browser from a web site and stored on your computer's hard drive. We use "cookies" to collect information. You can instruct your browser to refuse all cookies or to indicate when a cookie is being sent. However, if you do not accept cookies, you may not be able to use some portions of our Site.

Security

The security of your Personal Information is important to us, but remember that no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we strive to use commercially acceptable means to protect your Personal Information, we cannot guarantee its absolute security.

The College believes that the security and accuracy of nonpublic personal information is confidential and should only be made available to persons who have a need for the information to properly provide services, act upon a request from the student or customer, or to fulfill the employee's job responsibility. If at any time you have a concern the security or accuracy of your information, please contact the Vice President for Administration & Finance at 270-384-8040 or at Lindsey Wilson College, 210 Lindsey Wilson St., Columbia, KY 42728.

Policy History:

Origination Date: 7/2001

Revision Date: 08/1/2017