

## Northwest-Shoals Community College Privacy Policy

Northwest-Shoals Community College is committed to protecting your privacy and making it easier and more efficient for individuals and businesses to interact with the College. We recognize that it is critical for individuals and businesses to be confident that their privacy is protected when they visit nwsc.edu. You can travel through most of nwsc.edu without giving us any information about yourself. Sometimes we do need information to provide services that you request, and this commitment of privacy explains our online information practices.

**NW-SCC does not collect any personal information about you unless you provide that information voluntarily by sending an e-mail, completing a request form or any online services.**

This policy is consistent with the provisions of the Internet Security and Privacy Act, the Freedom of Information Law, and the Personal Privacy Protection Law.

### **Information Collected Automatically When you visit**

When visiting nwsc.edu, the college automatically collects and stores the following information about your visit:

- The Internet Protocol address of the computer that accessed our Web site
- The type of browser, its version and the operating system on which that browser is running
- The Web page from which the user accessed the current Web page
- The date and time of the user's request
- The pages that were visited and the amount of time spent at each page.

None of the above mentioned information is deemed to constitute personal information by the Internet Privacy and Security Act. The information that is collected automatically is used to improve nwsc.edu's content and to help the College understand how users are interacting with its Web site. This information is collected for statistical analysis and to determine what information is of most and least interest to our users. The information is not collected for commercial marketing purposes and the college is not authorized to sell or otherwise disclose the information collected from nwsc.edu for commercial marketing purposes.

### **E-mailing the college**

Your e-mail and the contents of your message will be collected. The information collected is not limited to text characters and may include audio, video, and graphic information included in the message. Your e-mail address and the information included in your message will be used to respond to you. Your e-mail address is not collected for commercial purposes and the College is not authorized to sell or otherwise disclose your e-mail address for commercial purposes.

## **Disclosure of Information Collected Through this Web site**

The collection of information through nwscc.edu and the disclosure of that information are subject to the provisions of the Internet Security and Privacy Act. NW-SCC will only collect personal information if the user has consented to the collection or disclosure of such personal information.

NW-SCC may collect or disclose personal information without consent if the collection or disclosure is:

- (1) made pursuant to a court order or by law;
- (2) for the purpose of validating the identity of the user; or
- (3) information to be used solely for statistical purposes that is in a form that cannot be used to identify any particular person.

Further, the disclosure of information, including personal information, collected through nwscc.edu is subject to the provisions of the Freedom of Information Law and the Personal Privacy Protection Law.

NW-SCC may disclose personal information to federal or state law enforcement authorities to enforce its rights against unauthorized access or attempted unauthorized access to NW-SCC's information technology assets.

Information that is collected on this website is submitted from the user and will not be used for any other purpose than what it was intended for (i.e. on-line application, request for information, etc), except for the exceptions stated above.

### **USE OF COOKIES (Please read!)**

Your browser must be set to accept cookies to use the Northwest-Shoals Community College Student Online Services. We use cookies for session management. Temporary cookies serve to identify the user during each individual visit to the site ("session"). These cookies are temporarily stored in the user's browser throughout the course of each individual session. No other use can be made of these cookies. This identifier is needed to create a unique server object that represents that specific user session. The ID stored in this cookie is sent to the server each time the browser requests a page so that it can recognize the browser and retrieve the requested information from the website's database. We wish to make it clear that no other use is or can be made of the information contained in these cookies and they disappear when you close your browser.

Online Services requires a browser capable of 128-bit encryption. NW-SCC is concerned about the security of your transactions. By requiring 128-bit encryption, we are assuring the highest level of commercially available security for your transactions.

*Disclaimer -The information provided in this privacy policy should not be construed as giving business, legal or other advice, or warranting as fail proof, the security of information provided through nwscc.edu*