

# Privacy Statement

East Mississippi Community College (EMCC) is committed to personal privacy. This privacy statement outlines what personal information EMCC may collect about you and how the College may use it. The following explains EMCC's information collection and disclosure practices for the website EASTMS.EDU.

The College may amend this privacy statement from time-to-time without notice; therefore, EMCC asks that you review this statement periodically to ensure that you are aware of the most updated statement.

East Mississippi Community College is committed to protecting your privacy. The college adheres to FERPA guidelines for handling student data, which may include phone numbers used for school communication. We also implement security measures as outlined in the Acceptable Use Policy. Phone numbers are unlikely to be disclosed under the Open Records Policy guidelines.

In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic, and managerial procedures to safeguard and secure the information we collect online. The College does not insure or warrant the security of information you transmit.

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## Information Collected

When you view pages on our site, the web server and related systems automatically collect certain technical information from your computer and about your connection. We also collect information using the following methods:

### Cookies and Web Beacons

A cookie is a file that is written to your computer containing information about your visit. A web beacon (also known as a pixel tag or clear GIF) is a tiny transparent image embedded in a webpage or an email to measure usage and activity. In some cases, a web beacon triggers the placement of a persistent cookie on your device. If you prefer not to receive cookies, you may configure your browser not to accept them at all, or to notify and require approval before accepting new cookies. Some web pages may not function properly if the cookies are turned off, or you may have to provide the same information each time you visit those pages.

### Third-Party Services

This website uses Google Analytics, a web analytics service provided by Google, Inc. including Demographics and Interest Reporting. Google Analytics uses cookies to help the website analyze how users use the site. The information generated by the cookie

about your use of the website will be transmitted to and stored by Google. You can use the [Google Analytics Opt-Out Browser Add-on](#) to disable tracking by Google Analytics. For more information, please visit Google's [Privacy Policy](#).

## Automatically Collected Information

**Information automatically collected.** When you view pages on eastms.edu, some information about your visit is automatically collected. This information includes:

- Your IP address
- The domain name from which you visit our site
- User-specific information on which pages are visited
- Aggregate information on pages visited
- The referring website
- The date and time of visit
- The duration of visit
- Your browser type
- Your screen resolution
- Your interactions with the web page
- Aggregate information collected by Google Analytics

## Manually Collected Information

**Information you provide us.** If you fill out an admissions or employment application, or complete an online form, then the College may collect personal information that you provide, including but not limited to:

- Name
- Residential or Mailing Address
- Email Address
- Phone Number
- Social Security Number,
- Passport number, or driver's license number

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## How We Use Information We Collect

By providing this information you acknowledge that, where permitted by federal or state law, EMCC may use this information for the express purposes for which the information was provided, which may include to:

- Respond to your requests for information
- Process applications for admission or employment
- Process information for administrative purposes
- Process orders for goods or services
- Notify you of services, or events

- Improve online content and communications
- Improve College services
- Process information for purposes as may be detailed on College websites or mobile applications
- Federal and State Reporting

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## **Sharing Information with Third Parties**

Personal information is not released to third parties unless permitted by applicable law, including in instances where the information needs to be disclosed to protect the safety and security of the college community or where the college is legally compelled by law or judicial order. The college does not sell, rent, give away, or loan any personally identifiable information collected to any third party for commercial purposes. EMCC works with many vendors and contractors who assist the College in fulfilling its mission. Personal information that you provide to EMCC or which the College automatically collects is used or shared with these organizations for the express purposes for which the information was collected or as otherwise expressed in this privacy statement. College vendors and contractors are only permitted to use personal information for the express purposes permitted in their agreements with the College.

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## **Links to Other Websites**

This Site may contain links to other websites of interest. The College does not control third-party websites and is not responsible for the privacy practices or contents of any linked website. The College strongly suggests that you refer to their privacy statements, if available.