

# PRIVACY POLICY GUIDELINES

## HERITAGE CHRISTIAN UNIVERSITY

### I. General Statement

Heritage Christian University will endeavor to take reasonable precautions to maintain privacy and security within the sphere of operations. The University cannot guarantee that these efforts will always be successful and, therefore, users must assume the risk of a breach of University privacy and security systems. Individuals are advised to be discreet and cautious in their use of our systems. Heritage Christian University Privacy Policy Guidelines are reviewed periodically and may be modified in the discretion of the University. These changes will be posted on this site.

### II. Personal Information

Heritage Christian University recognizes the importance of confidentiality and security of personal information in this increasingly technological-driven age. The University does not sell, swap, rent, or otherwise disclose personal information for commercial purposes. While the University makes reasonable efforts to protect information provided to us, we cannot guarantee that this information will remain secure and are not responsible for any loss or theft.

### III. University Website(s)

When users visit the Heritage Christian University website(s), the webmaster collects information concerning their Internet connection, which pages they visit on the site, the Internet Protocol Number (IP) from which they accessed [hcu.edu](http://hcu.edu), and other general information about their visit to the website. (Information associated with an individual IP Number may be used for internal diagnostics and investigation of misconduct or security issues.) The collection of this information is intended to help the University deliver efficient and useful service and it may be used to analyze trends, create summary statistics for determining technical design specifications, and to otherwise aid in monitoring system performance. Such information is stored on a temporary basis and the University will exercise reasonable care to release it only if legally mandated by law enforcement investigators, required by court proceedings, or it is deemed necessary to internal investigations of violations of University rules and regulations.

Certain parts of the University website(s) may require tracking techniques to follow the user's progress through courses, materials or programs or to verify information acquired from other sources. The University provides links to websites outside the [hcu.edu](http://hcu.edu) network and is not responsible for the content or privacy policies of any website to which it may link.

#### IV. Questions About Our Online Privacy Policy

If there are any questions or concerns about the University's online privacy policy, the practices of the University's website, or use of the website, please contact Justin Connolly by e-mail at [jconnolly@hcu.edu](mailto:jconnolly@hcu.edu), or through regular mail at:

Justin Connolly  
Heritage Christian University  
PO Box HCU  
Florence, AL 35633

#### *California Residents*

*Effective Date: January 1, 2020*

If you are a California resident, California law may apply to how we collect and use your personal information, and what rights you have in some circumstances. The following terms supplement our Privacy Policy and explain the rights of California residents.

California residents have the following rights:

- The right to request information about personal information that we have collected about that individual in the 12 months preceding the individual's request (including the categories of information collected, the source of that information, the business purpose of that collection, the categories of third parties with whom that information is shared, and the specific pieces of personal information collected about that particular individual);
- The right to receive requested information in a readily-usable format if provided electronically;
- The right to request that we delete any personal information about the consumer that we have collected (although we may be entitled to retain some information for certain purposes);

- The right to opt-out of “sales” of personal information to third parties, if applicable; and
- The right to freely exercise your rights without being denied goods or services.

We cannot respond to your request to access or delete information unless we are able to both verify your identity or authority to make the request and confirm the personal information relates to you and/or your household. We will only use information you provide in your request for the purpose of verifying your identity or authority to make the request. You can also designate an authorized agent to make a request on your behalf. Your agent will need to provide a Power of Attorney authorizing the agent to act on your behalf, or will need to complete the same verification procedures that would be required for a request submitted by you directly, and provide information that allows us to verify your authorization.

We may deny deletion requests in whole or in part as permitted or required by applicable law. We do not charge a different price or rate or provide a different level or quality of goods or services based on your exercising your CCPA rights. We do not sell personal information.

To exercise your rights under California law with respect to Heritage Christian University, please contact us as follows:

Heritage Christian University  
(800) 367-3565  
PO Box HCU  
Florence, AL 35633  
media@hcu.edu

If you are a California resident under the age of 18, you may request and obtain removal of content or information you have publicly posted on such site. To make such a request, please send an email with the subject line “California Minor Content Removal Request” to jconnolly@hcu.edu. Please specify in your request which website or application your request relates to and the specific information or content that you would like removed. Please note that your request does not ensure complete or comprehensive removal of the content or information.