



Policy: **PRIVACY**
Issue Date: July 2020
Next Review Date: TBC
Approved By: President, Huron University College

1. COMMITMENT TO DATA PRIVACY PROTECTION

1.1 Protecting the security and privacy of your personal information is important to Huron University College (“Huron”), therefore, we conduct our business in compliance with applicable laws on data privacy protection and data security. We hope the policy outlined below will help you understand what data Huron may collect, how Huron uses and safeguards that data and with whom we may share it.

2. PERSONAL INFORMATION

2.1 Through the Website (the “Website”), Huron will not collect any personal information about you (e.g. your name, address, telephone number or e-mail address), unless you voluntarily choose to provide us with it or unless otherwise permitted by applicable laws and regulations.

3. PURPOSE OF USE

3.1 When you do provide us with personal information through the Website, we usually use it to respond to your inquiry, process your request or provide you access to specific information or services. Also, to support our relationship with you:

- we may store and process personal information and share it with our service partners to better understand your needs and how we can improve our services; or
- we (or a third party on our behalf) may use personal information to contact you about Huron in support of your needs or to conduct online surveys to understand your needs.

3.2 If you choose not to have your personal information used to support our relationship with you, we will respect your choice.

4. PURPOSE LIMITATION

4.1 Huron will collect, use or disclose personal information supplied by you online only for the purposes disclosed to you, unless the disclosure:

- is a use of the personal information for any additional purpose that is directly related to the original purpose for which the personal information was collected,
- is necessary to prepare, negotiate and perform a contract with you,

- is required by law or the competent governmental or judicial authorities,
- is necessary to establish or preserve a legal claim or defense, or
- is necessary to prevent fraud or other illegal activities, such as willful attacks on Huron information technology systems.

5. NON-PERSONAL INFORMATION COLLECTED AUTOMATICALLY

5.1 When you access our Website, we may automatically (i.e., not by registration) collect non-personal information (e.g. type of Internet browser and operating system used, domain name of the Website from

which you came, number of visits, average time spent on the site, pages viewed). We may use this information to monitor the attractiveness of our Website and improve its performance or content.

6. COMMUNICATIONS OR UTILIZATION DATA

6.1 Through your use of telecommunications services to access our Website, your communications data (e.g. Internet protocol address) or utilization data (e.g. information on the beginning, end and extent of each access, and information on the telecommunications services you accessed) are technically generated and could conceivably relate to personal information. To the extent that there is a compelling necessity, the collection, processing and use of your communications or utilization data will occur and will be performed in accordance with the applicable data privacy protection legal framework.

7. COOKIES

7.1 When you access the Website, we may use a browser feature called a 'cookie' to collect information that is not personally identifiable (such as the type of Internet browser and operating system you use, the domain name of the Website from which you came, number of visits, average time spent on our Website, and pages viewed). A cookie is a small text file containing a unique identification number that identifies your browser, but not you, to our computers each time you visit one of our Websites that uses cookies. In addition to the identified purposes described in our Privacy Code, we may use this Website information and share it with our affiliates and other organizations with whom we have a commercial relationship to measure the use of our Website and to improve the functionality and content of the Website. If you wish, you can reset your browser either to notify you when you have received a cookie or refuse to accept cookies. However, if you refuse to accept cookies, you may not be able to use some of the features available on our Website.

8. ONLINE COMMUNICATIONS

8.1 In order to provide you with service or information, you may voluntarily submit personal information to us for purposes such as registration, queries and correspondence, making a purchase, obtaining a quote or other information, and participating in contests and surveys. If you are known to Huron as a registered user of an online service, we may combine and store personal information about your use of our Website and the online information you

have provided with certain other online and offline information we may have collected.

9. E-MAIL COMMUNICATIONS

9.1 Occasionally, we may send you e-mail communications with information that may be useful to you, including information about Huron, its affiliates and other third parties with whom we have a relationship. We will include instructions on how to unsubscribe and inform us of your preferences if you decide you do not want to receive any future e-mails from Huron. However, if you are a potential student or person interested in Huron, to ensure that you receive important information, you agree that we may send you information regarding Huron as we deem necessary.

10. CHILDREN

10.1 Our Website is not, and is not intended to be, used by children nor is it used to knowingly collect information from or market to children. Huron encourages all parents and guardians to instruct children in the safe and responsible use of their personal information while using the Internet. Any use of this Website by any person under the age of eighteen (18) must be under the direct supervision of a parent or guardian.

11. LINKS

11.1 Our Websites may contain links to other Websites which are provided to you as a convenience only. You are advised that other third party websites may have different privacy practices and Huron has no responsibility for such third party Websites.

12. SECURITY

12.1 To protect your personal information against accidental or unlawful destruction, loss or alteration and against unauthorized disclosure or access, Huron uses technical and organizational security measures of a commercially reasonable nature, however, we cannot guarantee the privacy or confidentiality of such personal information.

13. QUESTIONS AND COMMENTS

13.1 Huron will respond to reasonable requests to review your personal information and to correct, amend or delete any inaccuracies. If you have any questions or comments about the Privacy Policy (e.g. to review and update your personal information), please contact our Privacy Officer at privacy@huron.uwo.ca

14. CHANGES TO THE PRIVACY CODE

14.1 Changes to our Privacy Policy will be noted here so that you can be fully informed about our privacy policies and practices. You are advised to check this policy regularly for updates.