

Illinois State University is committed to providing a safe and secure Web presence for the campus community, prospective students and visitors. We are dedicated to safeguarding all personal information collected online.

While visiting Illinois State University's Web pages, there are three types of information that may be collected: information voluntarily provided by you, cookies, and Web visitor logs.

### **Information Voluntarily Provided by You**

While browsing the University's Web presence, visitors may choose to provide information to help us serve their needs. Any collected data is used to fulfill the user's request, and any personally identifiable information sent is used only for the purpose indicated. Once submitted, visitors can have their information removed by contacting the office where they sent the original request. Alternate methods are available via phone, paper and surface mail to request identical information or applications.

### **Online Surveys**

One method in which visitors may voluntarily provide information to Illinois State is via online surveys. At any time there are numerous online surveys being conducted on University websites. Person(s) responsible for conducting online surveys that collect personally-identifiable information should clearly state at the survey site the extent to which any information provided will be shared. Aggregate data from surveys may be shared with external third parties in ways that do not compromise privacy.

### **Cookies**

Some University websites may use cookies, which are pieces of information stored by your Web browser. Cookies are used for the following purposes:

- to carry data about your current session at the site from one Web page to the next; and
- to identify your previous session.
- To collect data about your current session to evaluate and enhance the usefulness of the website\*

\*Portions of the Illinois State Web presence use Google Analytics, a web metrics service of Google, Inc. ("Google"). Google Analytics uses cookies, which are commonly used text files stored in your browser, to help analyze how users use the site. This cookie information (including your IP address and the Illinois State web pages you visit) will be collected by Google and stored on Google servers. Google will use this information to help Illinois State understand and evaluate your use of the website. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. However, please note that if you do disable cookies, you may not be able to use the full functionality of certain Illinois State websites. By visiting Illinois State websites, you consent to the processing of data about you by Google in the manner and for the purposes set out above.

Some pages may not function properly without cookies, therefore if you are concerned about cookies you may:

- turn them off by selecting the appropriate settings in your browser;
- set your browser to ask you before accepting a new cookie; or
- manually delete them from your browser after your visit.

For more information regarding how to remove cookies, please visit the Technology Support Center Knowledge Base articles regarding cookies: <http://helpdesk.illinoisstate.edu/search/?q=cookies>

**Web Visitor Logs**

When visiting the University's Web presence, some servers may automatically collect non-personal information from your computer such as: the type of computer operating system, the browser in use, the browser's capabilities, the domain name of the Internet service provider, etc. This information is used to refine the University's Web presence and only reported in an aggregate form.

**Disclaimer**

The University's Web pages provide links to other sites outside of the University's Web presence. The University cannot be responsible for the privacy practices or the content of such external Web sites.