

SCSU Privacy Protection Policy for Social Security Numbers

This Policy is publicly posted in compliance with Connecticut Public Act 08-167, which became effective on October 1, 2008.

SCSU may collect certain personal information, including Social Security numbers, in the course of our business. Social Security numbers are routinely collected by SCSU from the University's own employees, as well as from other individuals who perform services for us. We will make what we believe to be reasonable efforts to protect the confidentiality of the Social Security numbers we collect. We protect the confidentiality of the Social Security numbers we collect in the course of our business by maintaining physical, electronic and procedural safeguards to prevent access to this information by anyone who does not have a legitimate need to receive or review it. These safeguards include:

- Limiting access to the Social Security numbers we collect
- Prohibiting unlawful disclosure of the Social Security numbers we collect
- Reviewing these safeguards on a periodic basis
- Training our employees in the proper handling of Social Security numbers