

## **Website Privacy Policy**

**Purpose:** This policy describes how Benedictine University handles the information we obtain from the University's website at [www.ben.edu](http://www.ben.edu).

**Policy Statement:** Protecting your privacy is a matter of great importance to Benedictine University. Information we obtain and information you voluntarily provide to us through the Benedictine University website, [www.ben.edu](http://www.ben.edu), will never be sold or traded to another school or business. We may use it to provide you with information we believe may be of interest to you, and we may share the information with third parties who provide services to us. At your request, Benedictine University will remove from its files any contact information you provided. If you use our website to reach any of our specific software applications, additional policies may apply. Benedictine reserves the right to update this policy without notice.

### **Information You Provide to Us**

We do not collect personally identifiable information unless you voluntarily provide it to us when utilizing a service, requesting information or logged onto one of our application systems. Benedictine University is sole owner of information obtained through the website [www.ben.edu](http://www.ben.edu). We use the information to conduct University business or to complete your request. We do not disclose personally identifiable information collected through our site unless we have your consent, or unless disclosure is otherwise permitted or required by law. Credit card transactions enabled by our website are processed through a PCI DSS certified credit card processing company. We do not collect or retain credit card information through our website. The privacy policy of the processing company controls the information they retain.

### **Information Gathered Automatically**

When you visit Benedictine University's website, some information such as your Internet protocol (IP) address, Internet service provider, operating system, the site from which you arrived, and the date and time of your visit may be collected automatically as part of the software operation of the website. We do not associate the data with any specific visitor to our website. We use the information internally to improve the site. In addition, Benedictine University is using WebTrends, a web analytics service. WebTrends uses cookies (small files sent to your computer) for the purposes of evaluating your use of the website, compiling reports on website activity, and providing other services related to Internet usage. WebTrends will not associate your IP address with any other information held by WebTrends. You may refuse the use of cookies by selecting the appropriate settings on your browser; however doing so may prevent you from using the full functionality of the website. Benedictine University will not associate your IP address and web usage data with any other information held by the University that can specifically identify you unless required to do so by law. By using this website, you consent to the processing of data about you by WebTrends.

### **External Links**

The Benedictine University website, [www.ben.edu](http://www.ben.edu), contains links to external websites not owned by Benedictine University. Benedictine University is not responsible for and assumes no liability for the privacy policies or practices or the content of other sites. We encourage you to read the privacy statement of any website you visit, especially those that collect personally identifiable information.

### **Protecting Personal Information**

Benedictine University has implemented appropriate physical, electronic, and administrative procedures to protect the personally identifiable information we collect online. The forms used on our website to collect personally identifiable information are secure forms and are indicated by the letters “HTTPS” in the URL of the form. However, email messages are not secure or encrypted. When communicating with the Webmaster or with other University personnel, do not share any personally identifiable information by email. Benedictine University is not responsible for the privacy of email messages in transit in either direction. While the security of your personal information is of great importance to Benedictine University, we cannot guarantee the security of any information you choose to disclose in email.

### **Changes to this Policy**

If our privacy policy changes, we will post the changes at [www.ben.edu/privacy](http://www.ben.edu/privacy). Your continued use of this site shall be deemed your acceptance of the modified privacy policy.

### **Mobile Giving**

You may opt-out of Benedictine University’s SMS mobile giving correspondence by texting STOP to 20222. Text “HELP” to 20222 for help or visit [www.ben.edu/text](http://www.ben.edu/text). Messaging and data rates may apply.

### **Contact Us**

If you have questions about this policy statement or the practices of this website, please contact our Webmaster at [webmaster@ben.edu](mailto:webmaster@ben.edu). Alternatively, write to:

Webmaster  
Benedictine University  
5700 College Road  
Lisle, IL 60532