Yavapai College (YC) provides online information and services to students, employees, and the community to supplement services provided at our physical locations. The College is required to disclose its practices related to privacy and confidentiality surrounding the use of its websites and other online services. In addition to the contents of this document, the following policies may contain information related to the use of computing and communications system at the College: Technology Resource Standards (5.27), Retrieval, Disclosure and Retention of Records (5.28), and Electronic Communications (5.29).

Family Educational Rights and Privacy Act
YC complies with the Family Educational Rights and Privacy Act (FERPA), which generally prohibits the release of students’ academic records without consent.

Information Gathering
The College may collect and record identifying information from connected client devices, including but not limited to: Internet Protocol (IP) addresses, referring address, web browser information, device details, etc. This information may be used to help diagnose problems with College technical resources, analyze traffic patterns and usage trends, and to mitigate potential or prosecute real abuses of College resources.

The College also utilizes ‘cookies’ on some of our web properties. A ‘cookie’ is a small text files that may be used to collect information about website activity. This data is used to provide a consistent, convenient, and customized browsing experience on our websites.

Third Party Services
Yavapai College may utilize external entities to provide certain services available on College websites. YC may provide information, including personal information, to service providers to help us deliver programs, products, information, and services. The College takes reasonable steps to ensure that these service partners protect information transmitted to them.

Security
Official YC web servers have appropriate physical, electronic, and managerial procedures in place to safeguard and secure collected information. Additionally, the College employs industry-standard encryption technologies when collecting and/or transmitting sensitive data.

External Content
The College is not responsible for the privacy practices nor the content of third-party websites which may be linked to by College web pages or referenced in other College materials.