California State University, Chico Career Center

Privacy & Data Management Statements

The Chico State Career Center is committed to maintaining good privacy practices regarding electronic personal information for all our users. All data collected for our job listing/resume database and on-campus recruiting services are stored on NACElink Network servers. Information collected is used to provide and tailor services to our users. It is also used to construct aggregate reports that assist us in program planning.

The system for providing the job listing/resume database and the on-campus recruiting service uses "cookies" and may collect system information such as IP address and browser version. This system is provided by the Chico State Career Center in partnership with the National Association of Colleges and Employers (NACE). All privacy policies for our partners have been reviewed by the Career Center.

NACElink does not review job postings. Neither NACE, CSO Research, nor DirectEmployers (for the NACElink Alumni Network) review job postings on individual school web sites or nacelink.com. Site users are urged to validate job postings and use caution and common sense when applying. Do not disclose Social Security numbers, credit card information, or bank account numbers with unknown employers.

Collection and access to student information is governed by campus and federal policy under the Federal Family Educational Rights and Privacy Act (SDSU FERPA statement), as well as CSU, Chico Acceptable Use Policy and Server Security Procedures and Guidelines. All of our users' information is considered confidential and its use is restricted to the Chico State Career Center staff, on an as-needed basis.

If you have any questions, concerns, or comments regarding this Privacy Policy or privacy issues relating to CSO Research/JobCat, please <u>contact us</u>.

Modifying Personal Information on JobCat

Students/Alumni – You may change or correct your personal information at any time. Simply login to your account, go to My Account/My Profile, and you will find options for editing the information you have submitted.

Employers – You may change or correct your organization and/or contact information at any time. Simply login to your account, click on My Profile, and you will find options for editing the information you have submitted.