Winthrop University Privacy and Use-of-Data Policy
Winthrop University's Center for Career and Civic Engagement (CCE) is committed to protecting the privacy of your personal information. Winthrop's Center for Career and Civic Engagement contracts with NACElink Network to provide Winthrop students with part and full time job listings, internships, volunteer opportunities, and Career and Civic Engagement events. Please refer to the NACElink Privacy Statement
(http://www2.nacelink.com/nl_privacy_policy.php) for technical details and a description of the NACElink.com site and its partners.

Use of Personally Identifiable Candidate Information by CCE
• Through NACElink, available via the Winthrop University CCE website, students and registered alumni can post resumes, view and apply for jobs, internships, volunteer opportunities, and register for various Career and Civic Engagement events. The information in a candidate's profile is used by CCE for job-search advising, promoting programs and services, notifying candidates of employment and volunteer opportunities, and referring qualified candidates to employers and community partners.
• Only the resumes of students who have given permission to have their resumes released to employers via the "Privacy Tab" of the student profile are shared with or accessible to prospective employers and community partners.
• Resumes are selected based on objective, legally-permissible requirements and CCE Staff and employers utilizing our services are expected to abide by the National Code of Conduct for Career Services and College Recruitment Professionals by the National Association of Colleges & Employers.
• Winthrop University EAGLElink users can view, correct or change their information by logging into their account through the Winthrop University CCE website www.winthrop.edu/cce.
• CCE updates student/alumni academic status in EAGLElink annually through the office of Records and Registration. If there is directory/academic/demographic data you feel is inaccurate in EAGLElink that you cannot edit in the system directly, please contact CCE to update your student information.
• CCE may conduct searches on resumes and candidate profiles to notify candidates of events, educational or employment opportunities through email communications. By entering data into the EAGLElink/NACElink system, students and alumni may have data included in aggregate reports used for evaluation of employment activities, events, educational programs, reports developed for institutional studies, and salary surveys.
• NACElink cannot use or sell individual candidate data. Unlike commercial vendors, NACElink staff cannot look at individual candidate data.

Security
Personally identifiable information is protected both on - and offline. The data of students, alumni, employers and community partners are password protected. NACElink has technical, administrative, and physical security measures and safeguards in place to protect against the loss, misuse, or alteration of information under NACE's control.

Winthrop University's Center for Career and Civic Engagement does not endorse any employer or community partner and urges students to use good judgment in all of their interactions with employers. Jobs, internships, and volunteer opportunities posted on the Winthrop University EAGLElink/NACElink system may or may not be reviewed before posting. Site users are urged to validate job postings and use caution and common sense when applying for positions. Do not disclose social security numbers, credit card information or bank account numbers to unknown employers. Job seekers should never spend any

of their own money on an employment "opportunity" unless very certain that it is for a legitimate reason (such as training costs). CCE advises students to interview in public places only. Students should report any questionable recruitment practices by employers using the system directly to the Winthrop University Center for Career and Civic Engagement.   For details on the privacy practices of our partners in providing this online service, please review the NACElink Privacy Policy.