

RIDER UNIVERSITY OFFLINE PRIVACY POLICY

Rider University (“Rider”) respects your privacy and is committed to protecting it through our compliance with this policy. This Privacy Policy Notice (“Notice”) describes how we at Rider, and other Rider units and affiliates collect, use and share the personal information that we gather by any means, including hardcopy, mail, over the phone, in person, or other avenue outside of our online websites, mobile applications and services. This Notice describes how this information is processed, as well as the choices that are available to you regarding the use of the information you provide.

Unless otherwise indicated when you provide us with your information, Rider is the data controller for all information collected under this Notice. Contact information for Rider is listed at the end of this Notice.

This Notice does not apply to information that we collect from you when you provide us information online. Our Rider Online Privacy Policy applies to that information and can be found at _____[link to online privacy policy].

If you have any questions about this Privacy Policy or our information practices, please contact us using the options set forth in the Contact Us section below.

Personal Information We Collect and Process:

When you interact with us, we may collect and process the following types of information about you:

“Personal Information” is any information that we can reasonably use to identify you. If you are located in the European Economic Area (EEA), Personal Information includes all Personal Data as defined under EEA laws.

“Sensitive Personal Information” includes special categories of Personal Information (e.g., racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, genetic data, biometric data, data concerning health, and data concerning a natural person’s sex life or sexual orientation) for which applicable law provides enhanced protections.

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The table below describes the Personal Information and Sensitive Personal Information that we collect, why we collect it, and our legal basis for processing it.

Admissions & Financial Aid

The information collected by us, or on our behalf, during the admissions process and throughout any subsequent enrollment as a student at Rider is collected for the primary purpose of considering your application for admission to Rider, evaluating your eligibility for financial aid and, if you are admitted, facilitating your education. For example, we may collect:

Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To respond to requests for information from you and communicate your application status and decision; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Demographic Information including race, ethnicity, gender, age, and marital status	To evaluate the application process and provide you with information regarding diversity initiatives and engagement opportunities; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Education History including your prior schools, transcripts, school activities, and disciplinary records	To evaluate your eligibility for admission; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Testing History including standardized testing	To evaluate your eligibility for admission; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Personal History including interests, extracurricular activities, and recommendations	To evaluate your eligibility for admission; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Employment History including job title, location, and work experience	To evaluate your eligibility for admission; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Criminal Record including your self-reported and public record	To evaluate your eligibility for admission; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Personal Financial Information including tax identification number, wages, scholarships and grants, and family support	To evaluate your eligibility for financial aid; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Family Financial Information including family member names, ages, occupations, wages, and savings	To evaluate your eligibility for financial aid; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Alumni

The main way Rider collects and maintains personal information about alumni is when you provide it to us, for example, when you update your alumni profile, connect with us on

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social media or register to attend alumni events. We may also collect personal information from publicly available sources or third party sources that support Rider.

The main purpose for Rider’s collection of alumni personal information is to connect you with Rider and other alumni. For example, we may collect:

Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To respond to requests for information from you and communicate relevant alumni information and events; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Employment Information including your title, employer, location, and work experience	To connect you with alumni and students in similar employment fields and provide ongoing employment guidance; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Rider Affiliations including your academic records, group memberships, and Rider-related correspondence	To provide an accurate academic record to you upon request and connect you with alumni and students with similar academic records and interests; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Personal Information	To connect you with alumni and students with similar interests, religious affiliations and political	To process transactions requested by you and

including personal interests, religious affiliation, and political affiliation	affiliations; to respond to records requests	meet our contractual obligations Legitimate interests Your consent, if applicable
Family Information Including family member names, ages, occupations, and relevant medical information	To provide other alumni and students with information you wish to share and provide family support during alumni events; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Donors

Rider collects and maintains personal information about donors to process your donation and respond to your comments and questions. We may also use your information to keep you informed about Rider events and initiatives that we think may interest you.

The main way we collect personal information about you is when you give it to us, for example, when you complete a donation form or request information regarding donations. We may also collect personal information from publicly available sources or third party sources that support Rider. For example, we may collect:

Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To provide confirmations of donations, respond to requests for information from you and provide you with information regarding Rider events and initiatives; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Payment Information including your payment card number, bank account number, and routing number	To process your donations	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Human Resources

Rider collects your personal information when you apply for employment. Further personal information collection occurs at the commencement and throughout your employment at Rider.

The personal information collected by Rider, or on our behalf, is collected for the primary purpose of providing employment or enabling authorized persons to utilize Rider's services and facilities. For example, we may collect:

Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To provide employment-related notices, forms and payments	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Payment Information including your bank account number and routing number	To process direct deposit payments	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Tax Information including tax identification number, wages and filing status	To process your tax withholdings and file required forms with tax authorities	To process transactions requested by you and meet our contractual obligations Legal compliance Legitimate interests Your consent, if applicable
Employment History including prior employers, titles, wages, work experience, and disciplinary record	To evaluate your application for employment and assess qualification for promotions and raises	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if

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		applicable
Education History including prior schools, transcripts, awards, honors and disciplinary records	To evaluate your application for employment	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Criminal Records including self-reported records and publicly available records	To evaluate your application for employment	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Online Education

Rider collects your personal information when you apply for online education offerings. Further personal information collection occurs at the commencement of and throughout your online education interactions.

The personal information collected by Rider, or on our behalf, is collected for the primary purpose of providing online education courses and, if applicable, evaluating qualification for online education certificates and credit. For example, we may collect:

<i>Category of Personal Data</i>	<i>Purposes of Processing</i>	<i>Legal Bases for Processing</i>
Contact Information including your name, home address, email address and phone number	To register you for courses and communicate with you regarding your program enrollment; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Payment Information including your payment card, bank account number and routing number	To process payment for program registration; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Tax Information including tax identification number	To provide required information to tax authorities; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legal compliance Legitimate interests Your consent, if applicable
Employment History including prior employers, titles, wages, work experience, and disciplinary record	To evaluate your application for certain online education offerings; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Education History including prior schools, transcripts, awards, honors and disciplinary records	To evaluate your application for certain online education offerings; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Criminal Records including self-reported records and publicly available records	To evaluate your application for certain online education offerings; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Learner Interaction Data including profile information, blog posts and community posts	To publish your messages to the online education platform; to respond to records requests	To process transactions requested by you and meet our contractual obligations

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		Legitimate interests Your consent, if applicable
Course Assessment Data including assignment responses, test scores, and course interactions	To evaluate your success in the online education offering; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests
		Your consent, if applicable
Log Files including IP addresses, browser type, internet service provider, referring/exit pages, operating system, date/time stamp and/or clickstream data	To evaluate your engagement with the course, maintain the security of our Services, detect fraud, and protect our rights	Legitimate interests
Location Information including latitude, longitude, date and time (the precision of this data varies greatly and is determined by factors controlled by your device or mobile service provider)	To offer you certain location-based services, such as delivering advertisements that are relevant to your particular location, and to conduct analytics to improve the Services	Legitimate interests Your consent, if applicable
Biometric Data Including facial measurements and eye movement	To provide secure, remote online testing platforms for course evaluations	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Non-credit Education

Rider collects your personal information when you are involved in non-credit, executive education and personal enrichment courses offered in person and online by Rider and our affiliates. Further personal information collection occurs at enrollment and throughout your non-credit education interactions.

The personal information collected by Rider and our affiliates, or on our behalf, is collected for the primary purpose of providing non-credit education and ongoing communication. For example, we may collect:

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Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To respond to requests for information from you and communicate course-related information and requirements, announcements, and additional program offerings	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Education History including your prior schools, transcripts, school activities, and disciplinary records	To provide academic guidance and evaluate your eligibility for a non-credit credential	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Assignment and Testing History including course grades and standardized testing	To evaluate your eligibility for a non-credit offering or credential	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Disability Information including physical and mental disabilities	To provide you with proper accommodations	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Dietary Information including allergies and food preferences	To provide proper dietary options	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

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<p>Residential Information including personal preferences, security key card activity, facility monitoring and personal monitoring</p>	<p>To provide a safe and secure residential experience for all students</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Personal History including interests and extracurricular activities</p>	<p>To connect you with other students and alumni with similar interests</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Employment History including job title, location, and work experience</p>	<p>To evaluate your eligibility for non-credit offerings</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Personal Financial Information including tax identification number, wages, scholarships and grants, and family support</p>	<p>To evaluate your eligibility for financial aid and file required forms with tax authorities</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legal compliance</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Family Financial Information including family member names, ages, occupations, wages, and savings</p>	<p>To evaluate your eligibility for financial aid</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>

Payment Information including your payment card, bank account number and routing number	To process payment for course registration; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Tax Information including tax identification number	To provide required information to tax authorities; to respond to records requests	To process transactions requested by you and meet our contractual obligations Legal compliance Legitimate interests Your consent, if applicable
Location Information including latitude, longitude, date and time (the precision of this data varies greatly and is determined by factors controlled by your device or mobile service provider)	To offer you certain location-based services, such as delivering communications about non-credit courses that are relevant to your particular location, and to conduct analytics to improve the Services	Legitimate interests Your consent, if applicable
Biometric Data Including facial measurements and eye movement	To provide secure, remote online testing platforms for course evaluations	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Research

Rider researchers and affiliates may collect, use and share your personal information as part of a research study in which you have agreed to participate as a research subject or researcher, or in which your existing personal data are used. Often, when personal data are collected for research purposes, you will be provided a consent and/or authorization form that explains the types of data collected and the purposes for which such data are processed and shared. In such a case, the description of the collection and use of your personal information provided in the consent and/or authorization form will replace the information provided here.

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Examples of data that may be collected for research purposes are listed below. These data categories are provided as examples only; not every research study will collect each of these categories of data. If you have questions about the processing of your data in connection with a research study, you should contact the Rider personnel who are conducting the research or the contact persons named in any informed consent form you signed when you joined the study.

<i>Category of Personal Data</i>	<i>Purposes of Processing</i>	<i>Legal Bases for Processing</i>
Contact Information including your name, home address, email address and phone number	To enroll you in a particular research study as a research subject or to administer the study if you are a researcher	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Tax Information including tax identification number	To report earnings from research participation as a research subject or researcher to the tax authorities	To process transactions requested by you and meet our contractual obligations Legal compliance Legitimate interests Your consent, if applicable
Family Information including family members, ages, occupations, and health	To conduct research and improve understanding in fields of academic research	To process transactions requested by you and meet our contractual obligations Legitimate interests To protect your vital interests Your consent, if applicable For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes

<p>Employment History including prior employers, titles, wages, work experience, trade union membership, and disciplinary record</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p> <p>For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes</p>
<p>Education History including prior schools, transcripts, awards, honors and disciplinary records</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Criminal Records including self-reported records and publicly available records</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Demographic Information including race, ethnicity, gender, age, education, profession, occupation, income level, and marital status</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p> <p>For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes</p>

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<p>Health Records including doctor's records, surgical records, immunizations, and medications</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests To protect your vital interests</p> <p>Your consent, if applicable</p> <p>For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes</p>
<p>Biometric Data including facial measurements, finger prints, and eye movement</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests To protect your vital interests</p> <p>Your consent, if applicable</p> <p>For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes</p>
<p>Genetic Data Including genetic information obtained from your biological samples</p>	<p>To conduct research and improve understanding in fields of academic research</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests To protect your vital interests</p> <p>Your consent, if applicable</p>

		For archiving purposes in the public interest, scientific or historical research purposes or statistical purposes
Log Files including IP addresses, browser type, internet service provider, referring/exit pages, operating system, date/time stamp and/or clickstream data	To conduct research and improve understanding in fields of academic research	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Students

The information collected by us, or on our behalf, throughout your enrollment as a student at Rider is collected for the primary purpose of facilitating your education at Rider and providing the programs for which you are enrolled. For example, we may collect:

Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To respond to requests for information from you and communicate academic-related announcements, including grades, tuition bills, and program offerings	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Education History including your prior schools, transcripts, school activities, and disciplinary records	To provide academic guidance and evaluate your eligibility for a degree	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Assignment and Testing History including course grades and standardized testing	To evaluate your eligibility for a Rider degree	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

<p>Health Records including doctor's records, surgical records, immunization records, vaccinations and medications</p>	<p>To provide you with health care and protect the health and safety of the student body</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Disability Information including physical and mental disabilities</p>	<p>To provide you with proper accommodations</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Dietary Information including allergies and food preferences</p>	<p>To provide proper dietary options at Rider dining halls</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Residential Information including personal preferences, security key card activity, facility monitoring and personal monitoring</p>	<p>To provide a safe and secure residential experience for all students</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>
<p>Personal History including interests and extracurricular activities</p>	<p>To connect you with other students and alumni with similar interests</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>

Employment History including job title, location, and work experience	To evaluate your eligibility for financial aid and provide assistance when needed	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Criminal Record including your self-reported and public record	To evaluate your compliance with the Student Handbook and provide assistance when needed	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Personal Financial Information including tax identification number, wages, scholarships and grants, and family support	To evaluate your eligibility for financial aid and file required forms with tax authorities	To process transactions requested by you and meet our contractual obligations Legal compliance Legitimate interests Your consent, if applicable
Family Financial Information including family member names, ages, occupations, wages, and savings	To evaluate your eligibility for financial aid	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable

Student Health Center & Counseling Center

Rider’s Student Health Center and Counseling Center and its affiliates may collect certain information to facilitate the process of your becoming a patient for treatment at Rider, such as your contact information, medical records, and insurance. When you first present for care at a Rider facility, you will generally be provided a separate notice of privacy practices that explains in more detail the types of data collected and the purposes for which such data are processed and shared by Rider. That notice will be controlling regarding the data collected during the course of your treatment at Rider. If you have additional questions about the

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processing of your data in connection with your becoming a patient at Rider’s Student Health Center or Counseling Center, you should contact us using the contact methods provided below in the **Contact Us** section.

Category of Personal Data	Purposes of Processing	Legal Bases for Processing
Contact Information including your name, home address, email address and phone number	To notify you of upcoming appointments, process payments, and maintain health records	To process transactions requested by you and meet our contractual obligations Legitimate interests Your consent, if applicable
Health Records including doctor’s records, surgical records, immunizations, medications, genetic testing information, and biometric information	To treat you	To process transactions requested by you and meet our contractual obligations Legitimate interests To protect your vital interests Your consent, if applicable For diagnosis and treatment
Family Information including family members, ages, occupations, and health	To treat you and maintain accurate health records	To process transactions requested by you and meet our contractual obligations Legitimate interests To protect your vital interests Your consent, if applicable For diagnosis and treatment

<p>Insurance History including prior insurance subscriber, employers, and trade union membership</p>	<p>To process insurance coverage and payment for treatment</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p> <p>For diagnosis and treatment</p>
<p>Demographic Information including race, ethnicity, gender, age, education, profession, occupation, income level, marital status, and spouse name, address, medical record number and tax identification number</p>	<p>To treat you and maintain accurate health records</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p> <p>For diagnosis and treatment</p>
<p>Financial Information Including salary, wages, household income, tax records, and tax identification number</p>	<p>To process financial assistance and payment for treatment</p>	<p>To process transactions as requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>You consent, as applicable</p>
<p>Log Files including IP addresses, browser type, internet service provider, referring/exit pages, operating system, date/time stamp and/or clickstream data</p>	<p>To notify you of upcoming appointments, process payments, and maintain health records</p>	<p>To process transactions requested by you and meet our contractual obligations</p> <p>Legitimate interests</p> <p>Your consent, if applicable</p>

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Sharing your Personal Information

We share your information internally to facilitate and manage the purposes listed above. This includes third parties whom Rider engages to process your Personal Information on our behalf for the purposes stated above, such as vendors who help us with our marketing, application processing, and web hosting. Rider may also share your personal data with government and law enforcement agencies or regulators to 1) comply with a legal process, subpoena, order or other legal or regulatory requirement applicable to us; 2) enforce our terms of use or other policies; or 3) pursue available legal remedies or defend against legal claims. Rider may also share your personal data with other third parties you may have requested to receive your Personal Information to the extent permitted by this and other applicable University policies and applicable laws and regulations. We will not sell any personal information to third parties for their use in direct marketing, advertising, or promotion of their products or services.

International Transfer of Personal Information

If you live or provide us information from outside the United States, data protection laws in the United States may differ from those in your home country. Therefore, if you are a user from outside of the United States, by providing us with your Personal information, you acknowledge that your information will be transferred to the United States, processed on servers in the United States, and handled in accordance with the applicable data protection laws, including the GDPR if you are located within the EEA. In certain instances, your Personal Information may be transferred to other countries, including your home country. Regardless, we will take all reasonable steps to protect your privacy in accordance with applicable law and University policy.

Information Security

We take the security of your personal information seriously. Our minimum security standards can be found at: [_____](#) [Rider Information security policy]

Marketing

Personal Information you submit, such as your name, address and other contact information, may be collected by us for internal marketing and development purposes as well as to respond to your inquiry, complete a transaction for you, or fulfill other forms of customer service. You can choose not to receive marketing from us by “unsubscribing” using the instructions in any marketing email you receive from us or contacting the sender and requesting to be removed from further marketing emails.

EEA Data Subject Rights

If you are an individual located in the EEA only, you will have the following rights with regard to your Personal Data:

1. Right of access

You may request details of your Personal Information that we hold. We will confirm whether we are processing your Personal Information and we will disclose supplementary information including the categories of Personal Information, the sources from which it originated, the purpose and legal basis for the processing, the expected retention period, and the safeguards

regarding Personal Information transfers to non-EEA countries, subject to the limitations set out in applicable statutes, regulations and other law

2. Right of correction

We will comply with your request to edit and update incorrect Personal Information promptly.

3. Right to be forgotten

At your request, we will delete your Personal Information promptly if:

- it is no longer necessary to retain your Personal Information;
- you withdraw the consent which formed the basis of your Personal Information processing;
- you object to the processing of your Personal Information and there are no overriding legitimate grounds or other legal basis for such processing;
- the Personal Information was processed illegally; or
- the Personal Information must be deleted for us to comply with our legal obligations.

We will inform any third parties with whom we might have shared your Personal Information of your deletion request.

We will decline your request for deletion if processing of your Personal Information is necessary:

- to comply with our legal obligations;
- to defend or pursue legal action;
- to detect and monitor fraud; or
- for the performance of a task in the public interest.

4. Right to restrict processing of your Personal Information

At your request, we will limit the processing of your Personal Information if:

- you dispute the accuracy of your Personal Information;
- your Personal Information was processed unlawfully and you request a limitation on processing, rather than the deletion of your Personal Information;
- we no longer need to process your Personal Information, but you require your Personal Information in connection with a legal claim; or
- you object to the processing pending verification as to whether an overriding legitimate ground or other legal basis for such processing exists.

5. Right to notice related to correction, deletion, and limitation on processing
In so far as it is practicable, we will notify you of any correction, deletion, and/or limitation on processing of your Personal Information.
6. Right to data portability
At your request, we will provide you free of charge with your Personal Information in a structured, commonly used and machine readable format, if: (i) you provided us with Personal Information; (ii) the processing of your Personal Information is based on your consent or required for the performance of a contract; or (iii) the processing is carried out by automated means.
7. Right to object
Where we process your Personal Information based upon our legitimate interest then you have the right to object to this processing. However, we may decline your request if another legal basis for such processing exists.
8. Right not to be subject to decisions based solely on automated processing
You have the right to request to not be subject to decisions that are based solely on the automated processing of your Personal Information.
9. Right to withdraw consent
You have the right to withdraw any consent you may have previously given us at any time. If you withdraw your consent, this will not affect the lawfulness of our collecting, using and sharing of your Personal Information up to the point in time that you withdraw your consent. Even if you withdraw your consent, we may still use your information that has been fully anonymized and does not personally identify you or if another legal basis enables us to continue processing and using your data.
10. Right to complain to a supervisory authority
If you are not satisfied with our response, you have the right to complain to or seek advice from a supervisory authority and/or bring a claim against us in any court of competent jurisdiction. If you wish to contact us in connection with the exercise of your rights listed above, please email us at privacy@rider.edu. We will respond to your written request without unreasonable delay and in accordance with any deadlines imposed by law. Unless we notify you at the time of our response, we will not charge you any fee in connection with the exercise of your rights.

Access and Choice

University students can manage privacy settings for their directory information in myRider Self Services or Banner. Faculty, staff and other University affiliates can manage their privacy settings in _____ (Employee Self Service).

You can choose not to receive emails from us by “unsubscribing” using the instructions in any email you receive from us. This will not stop us from sending emails about your account or your transactions with us.

Document Retention

We keep your Personal Information for as long as needed to fulfill the particular purpose for which it was collected. We may also retain your records if legally required or to fulfill a legitimate interest. For additional information regarding Rider's Records Management Schedule see _____,

Updates to the Privacy Notice

We reserve the right to modify this Privacy Notice at any time. Prior to changes to the Privacy Notice, we will provide you notice, which shall be available at www.rider.edu, prior to the effective date of any notice. Your provision of Personal Information to use after any change in this Privacy Policy will constitute your acceptance of such change.

Contact information

For more information on how we collect and process your Personal Information, or if you have any complaints please contact privacy@rider.edu.

Effective Date

The effective date of this policy is February 20, 2020.