



PRIVACY STATEMENT:

Collecting and Using Personal Information

Any personal information provided to School District No. 91 is collected and used in accordance with the Freedom of Information and Protection of Privacy Act. School District No. 91 collects and uses personal information only for the purposes reasonably required in order for it to carry on its operations and maintain appropriate records, including:

1. To maintain contact information of registrants.
2. To improve services, programs, and communications strategies, including occasional direct promotion of courses or services to the community.
3. To record attendance, marks, and evaluations, as well as other information required for specific programs or services.
4. To assess, maintain, and improve on-line services.

School District No. 91 does not rent, sell, or share personal information about registrants with other people or organizations. In addition, instructors and staff are required to respect and protect the confidentiality of all student lists and information, and may not use such information to contact students other than about matters directly related to the course or other School District No. 91 issues. With its on-line services, School District No. 91 is committed to protecting the security of personal information by using a variety of technologies and procedures to prevent unauthorized access, use, or disclosure. Transmission of sensitive information over the Internet is protected through the use of encryption technology.