

PRIVACY POLICY AND OTHER LEGAL NOTICES

The information contained in this website is subject to a copyright notice, regulations regarding the protection of personal data, and an exclusion of responsibility clause. Those interested in consulting this site are advised to read this notice before using this service.

1. COPYRIGHT NOTICE

The content of this website is protected by copyright and can only be freely used for personal use and not for commercial use.

2. REGULATIONS REGARDING THE PROTECTION OF PERSONAL DATA (Privacy)

This is a notice regarding the management of this website concerning the processing of the personal data of those who consult this site as provided to those who interact with the web services offered by our company starting from the address:

<https://www.sthomasuniversity.org>

which corresponds to the first page of the site.

This notice is relevant only for the site mentioned above and not for other websites the user may consult through links. Links to other sites will be immediately removed upon the request of owners who do not wish to be linked through this site.

This notice was also drawn to identify minimum requirements for the collection of personal data online and, specifically, the manner, time, and nature of the information that the owners of the service must provide to interested parties when they connect to the web page, no matter the reason for such connection.

2.1 THE OWNER OF THE SERVICE

The owner of the service is **St. Thomas University**, located at **P.O. Box 1089 - West End, North Carolina 27376**

2.2 PERSON RESPONSIBLE FOR THE SERVICE

The person is legally responsible for being the President and Chief Executive Officer of *St. Thomas University*.

2.3 LOCATION OF THE DATA PROCESSING

The data processing connected to the services of this website is located at the office mentioned above by the company.

It is only run by the personnel responsible for the service or by persons who may carry out occasional maintenance operations on the website itself.

No data received through the web service will be communicated or circulated.

The personal data furnished by the interested parties will be used only to carry out the service requested. They will only be communicated to third parties if such communication is necessary to fulfill the service or is required by law.

2.4 TYPES OF DATA PROCESSED

Navigation Information

During their normal operations, the information systems and software that make this website function acquire personal data that is implicitly transmitted during Internet protocol communication.

If damage to the site, such data could be used to ascertain responsibility for unlawful activity.

Data are given voluntarily by the user.

The optional, explicit, and voluntary sending of e-mails to the addresses indicated on this website results in the successive acquisition of the sender's address necessary to respond to the request and any other personal data included in the e-mail. Please be informed that such data will be used exclusively to carry out the requested activity for sending requested information and material.

In the case in which the appropriate box is specified on the registration form, the data will also be used to send to the interested party informative messages (e.g., the Newsletter); in any case, the interested party can choose to receive these messages or not by selecting or not selecting the appropriate box on the form.

Such a choice can be modified any time after the first registration by sending a request to the **DATA PROTECTION OFFICER** by e-mail at **dpo@sthomasuniversity.org**

By subscribing to the newsletter service, the interested parties declare to have acquired this notice, to have given their consent to the processing of their data for all the purposes imposed by legislative obligations or regulations and when it is necessary to the carrying out of what is foreseen under the general conditions and terms of the Newsletter service as well as all of the activities connected with it.

2.5 THE VOLUNTARY FURNISHING OF PERSONAL DATA

Aside from what was specified above as "navigation information," interested parties are free to furnish their data on the site's request form to request information material or other communications. A lack of such data could result in the impossibility of obtaining what was requested. Interested parties are asked to communicate any change in their data personally.

2.6 WAYS OF PROCESSING DATA AND RETENTION LIMITS

Personal data is processed with automatic tools only for the time strictly necessary to carry out the activity for which the data was collected, i.e., the storing, managing, and transmitting such data. Confidentiality of personal data is guaranteed through specific security measures provided by legislation to prevent data loss, illicit or incorrect use of, and unauthorized access to the data.

The data will be retained until the conclusion of all steps about the relationship established within the terms and limits outlined by applicable regulations, primarily administrative, civil, and tax, mandatory under the laws in force in the State of North Carolina, US.

2.7 THE RIGHTS OF THE INTERESTED PARTIES

Interested parties who relay their data have:

- A. the right at any time to obtain confirmation of the existence or non-existence of personal data that refers to them, even if they are not yet registered, and such warranty shall be intelligible;
- B. the right to obtain information:
 - o regarding the origin of the personal data;
 - o regarding the purpose and method of processing the data;
 - o regarding the system applied in case of processing carried out with the aid of electronic tools;
 - o regarding the identifying details of the owner, those responsible, and the designated representative;
 - o regarding the recipient or group of recipients to whom the personal data could be communicated or those who could become aware of it as designated representatives in the territory of the State, as responsible parties or delegates;
- C. the right to obtain:
 - o the update, the rectification, or, when interested, the integration of the data;
 - o the deletion, transformation into anonymous form, or the blocking of data processed in violation of law, including that data which it is not necessary to store about the reason for which the data was collected and then processed;
 - o a statement that the operations referred to in a) and b) and their content was brought to the knowledge of those to whom the data was communicated or circulated, except in the case in which such is impossible or would require the use of means which are disproportionate to the protected right;
- D. the right to object, in whole or in part. Said rights can be exercised by communicating with the owner of the service. For further information regarding privacy protection, we kindly ask those interested to send an e-mail to this address: dpo@stthomasuniversity.org.

3. EXCLUSION OF RESPONSIBILITY CLAUSE

The website of St. Thomas University provides the public with more excellent information about its initiatives. The intended aim is to provide up-to-date and accurate information. If inaccuracies are found, steps will be taken to correct them.

St. Thomas University

- is exclusively general;
- may not always be exhaustive, complete, accurate, or up-to-date;
- may include connections to external sites over which St. Thomas University has no control and for which St. Thomas University does not assume any responsibility.

We work to reduce to minimum dysfunction caused by technical problems. However, some of the data or information on this site could have been inserted or structured in files or formats that are not free of errors. We cannot, therefore, guarantee that the service will not undergo interruptions or that it will not be affected by such problems.

St. Thomas University does not assume any responsibility for possible problems deriving from the use of this site or potential external sites connected with it.

This exclusion of responsibility clause is not intended to limit the responsibility of St. Thomas University as regards violations of applicable national law, nor to exclude it in cases where the force of the rules mentioned above does not allow exclusion.