



# Privacy Policy for UH West O'ahu Website

Last Updated: January 25, 2018

Please feel free to read these [key terms](#) first if you're not familiar with terms like cookies, IP addresses and pixel tags.

## What This Privacy Policy Covers

University of Hawai'i – West O'ahu respects the importance of protecting your personal information. This privacy policy applies to the main website for UH West O'ahu, with the web address that contains either [uhwo.hawaii.edu](http://uhwo.hawaii.edu) or [westoahu.hawaii.edu](http://westoahu.hawaii.edu). Websites of other UH West O'ahu programs or clubs, otherwise not officially affiliated with the University, may have their own privacy policies. Your use of the UH West O'ahu website constitutes your express acknowledgment of and agreement to the terms, disclaimers, and conditions of use contained within this site and in this privacy policy.

## Information We Collect Automatically

Our website may collect the following information: Internet Protocol (IP) address; web pages requested; referring web page; browser used; device type; regional location of device; operating system; date and time. This information is collected using third party services, such as **Google Analytics**, a web analytics service provided by Google, Inc. ("Google"). Google Analytics uses persistent cookies to analyze how users use our site. The information generated by the cookie about your use of our website will be transmitted to and stored by Google. Learn more about [Google's Privacy Policy](#) and the Google Analytics Terms of Service. Using cookies for this site is not required and you may refuse the use of cookies by selecting the appropriate settings on your browser, however, doing so may prevent you from using the full functionality of our website.

This site also uses the **Lucky Orange** analytics system to help improve usability and the customer experience. Lucky Orange may record mouse clicks, mouse movements and scrolling activity. Lucky Orange does not track this activity on any site that does not use the Lucky Orange system. You can choose to disable the Lucky Orange Service at <http://www.luckyorange.com/disable.php>. Note, that doing so will disable other features of the Lucky Orange system that this site employs such as 1-to-1 support chat.

We use this data to analyze user trends to maximize website performance, compare website performance based on local and national benchmarks, develop better marketing strategies for future and current students, parents and key partners, and improve interface design and user experience. UH West O'ahu employees, administrators or qualified agents who analyze the data must sign the UH General Confidentiality Notice (pursuant to UH Executive Policy: [Security and Protection of Sensitive Information - EP 2.214](#)).

## Other Information We Collect

**Voluntary information we collect is through HTML forms, Wufoo or Google Forms.**

UH West O'ahu may collect and store, through our site or Google Forms, basic personal information such as name, UH student ID number, contact information, postal address, e-mail address, phone, personal URL, degree, certificate or pathway affiliation, and any other information you provide. We will use this information to try to fulfill your request and may use it provide you with additional information at a later time.

- Personal information currently collected through our website (HTML form) uses Secure Sockets Layer (SSL) technology. You can identify if the page you are viewing is using this encryption if you see "https" in front of the web address. SSL technology enables encryption (scrambling) of personal information, including names, student IDs and emails, during your online submissions.
- In some cases, Wufoo forms may be used to collect information. To learn more about how this information is collected and stored, please view [Wufoo's Privacy Policy](#).
- In some cases, Google forms may be used to collect information. To learn more about how this information is collected and stored, please view [Google's Privacy Policy](#).

If you request information, services, or assistance, we may disclose your personal information to those third parties that (in our judgment) are appropriate in order to fulfill your request. If, when you provide us with such information, you specify that you do not want us to disclose the information to third parties, we will honor your request. Note, however, that if you do not provide such information, it may be impossible for us to refer, respond to or fulfill your request.



### **Security**

Please note that electronic communication, such as email or online form submission, is not necessarily 100% secure against interception. Do not send sensitive data (e.g., Social Security, bank account, or credit card numbers) by email or web form. While we strive to protect your personal information from misuse, loss and unauthorized access, we cannot guarantee the security of any information you transmit to us or receive from us. These activities are conducted at your own risk. Once we receive your transmission, we make our best effort to ensure its security.

### **Changes to this policy**

Our Privacy Policy may change in the future. If it does, we will not reduce your rights under this privacy policy without your explicit consent. We will post any privacy policy changes on this page and, if the changes are significant, we will provide a more prominent notice.

### **Contact information**

If you have any questions about this privacy statement or the practices of this website, email the UHWO Communications Department at: [uhwocomm@hawaii.edu](mailto:uhwocomm@hawaii.edu).