



EMMANUEL COLLEGE CAREER CONNECT (EC3) PRIVACY, CONFIDENTIALITY, AND TERMS OF USE

Emmanuel College's Office of Internships and Career Development provides access to EC3 via the NACElink Symplicity website, which is owned and operated by the National Association of Colleges and Employers (NACE) and the Symplicity Corporation. The Office of Internships and Career Development and NACE are committed to maintaining the privacy of personal information provided by students, alumni and employers using EC3..

Students and Alumni

This website is ONLY for Emmanuel College undergraduates, graduate students, and alumni. Students and alumni are expressly prohibited from sharing their accounts with anyone. It is the responsibility of students and alumni to ensure that their profile information is accurate and up to date. Students and alumni are also responsible for committing to attend any events advertised in EC3 for which they have signed up. Students and alumni who violate the terms of service or otherwise behave, in writing or in person, in a manner which jeopardizes Emmanuel's reputation with employers, may lose EC3 privileges.

By using EC3, you consent to the storage of your resume and certain profile data on servers provided by the NACElink Network – owned and operated by the National Association of Colleges and Employers (NACE). Certain data you provide as part of your EC3 profile may also be used in aggregate reports for internal institutional purposes at Emmanuel College. By uploading your resume to EC3 and granting permission for prospective employers to view it, you consent to the release of your resume and certain employment-related information of a personal and professional nature.

As a user of EC3, you agree to:

- Maintain current, accurate, and truthful information with regard to your user profile, professional qualifications, educational background, and job related documents stored within EC3
- Protect and maintain your username and password
- Use EC3 within the standards of the policies regarding computer use at Emmanuel College

Failure to comply with the above terms of use may result in the suspension or termination of your EC3 account.

The Office of Internship and Career Development staff will use their best efforts to verify that only bona fide employers are granted access to EC3 to list vacancies and search resumes. Emmanuel does not endorse any particular employers in EC3 and strongly encourages students to use their best judgment in assessing an employer's legitimacy. If a student encounters any employer issues, they should report these immediately to Office of Internship and Career Development staff.

Organization/Employer Partners

By participating in any of our services or events, you agree that your organization is an Equal Opportunity Employer offering employment without regard to gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation.

Failure to comply could lead to removal of services. Job postings from any third-party recruiter charging a fee or restricting complete access to all job information are strictly prohibited. Emmanuel College reserves the right to accept or decline any postings submitted through the system.

Additional Privacy, Security, and Confidentiality Terms

Updating and Internet Protocol (IP) Addresses: NACElink Symplicity allows participants to change or correct personal information at any time. To do so, participants simply login to their account, go to their profile and locate options for editing the information. NACE collects IP addresses from all participants of the site, and collects and monitors other data and information about the activities of participants on the site collectively. This data is used anonymously and in the aggregate.

Cookies: Cookies, which are small text files recorded in a participant's hard drive, are employed by thousands of sites to enhance participants' web viewing experience. Cookies allow sites to "remember" participants across pages of a site and across multiple visits to a site. When participants access NACElink Symplicity, it will set a cookie while they are on the site. Once participants log out of the site or close their browser window the cookie is deleted.

Security: NACE takes precautions to protect the participant's information. When participants submit sensitive information via the Web Site, the information is protected both online and off-line. In addition, the job seeker and employer data is password protected, so only the participant can access this information. All personally identifiable information collected by NACE is stored in limited-access servers. NACElink Symplicity uses firewalls and has technical, administrative, and physical security measures and safeguards in place to protect against the loss, misuse, and alteration of the information under NACE's control.

Confidentiality: Both the Emmanuel College Office of Internships and Career Development and NACElink Symplicity are committed to maintaining the confidentiality of all information stored within EC3 and will not sell, transmit, or disclose in any capacity this information to any other organization or entity.