

Lake-Sumter State College  
Distance Education Student Privacy Policy

Lake-Sumter State College is committed to protecting the privacy of all students, including those enrolled in the college's distance learning programs. We are committed to protecting the privacy of a student's educational record regardless of course delivery method. In compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974, LSSC does not permit the release of any confidential student information to any third party without written consent from the student.

The College secures the personally identifiable information students provide on computer servers in a controlled environment protected from unauthorized access, use, or disclosure. These measures include Secure Socket Layer (SSL) software during the transmission of information, which encrypts this data.

The identity verification process for online courses protects the student's privacy through the use of a secure portal, with a unique identification number (XID), and student-selected password. Students are encouraged to update their passwords every 90 days to ensure password integrity and confidentiality.

Students and faculty utilizing the College's learning management system (LMS) are required to have a unique user ID (XID) and password. A batch process run by Admissions automatically enrolls students and faculty in courses. Specific course and student information are not available to any outside users. Student user profiles and class activity are not visible to anyone without access to the LMS. Access to the LMS is provided to faculty, staff, and students actively enrolled in courses.

Distance education courses may provide third party tools and software for use in individual courses. FERPA protections for information shared on third party tools cannot be assured and LSSC has no responsibility or liability for the content and activities of these linked sites. Students enrolled in courses that use the third party tools are encouraged to review these privacy policies at the beginning of the course.