RACE
Renaissance Academie
Cosmetology and Esthetics

RACE Student Privacy and Data Protection Notice

Effective Date: 2/1/2025
Institution: Renaissance Academie Cosmetology and Esthetics (RACE)

Our Commitment to Your Privacy

At RACE, we are committed to protecting the privacy and security of your personal, financial, health, and academic information. This notice explains how we collect, use, store, and share your information, and what rights you have as a student.

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1. Information We Collect

We may collect the following information about you:

- Full name, contact information, and date of birth
- Social Security number or other government-issued identification
- Academic records (grades, attendance, progress reports)
- Financial aid records and payment information
- Health information (if needed for enrollment, clinic safety, or accommodations)

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2. How We Use Your Information

We use your information to:

- Support your education and training
- Administer financial aid and scholarships
- Maintain accurate academic and attendance records
- Comply with federal and state regulations
- Ensure safety in school and clinic settings

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3. How We Protect Your Information

We follow strict procedures to protect your information, including:

- Secure digital systems and password protections

- Limited access to your records by authorized staff only

- Regular staff training on data protection
- Physical safeguards for paper records

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4. When We May Share Your Information

We do **not** sell your information. We may share your data only when:

- Required by law or accreditation agencies
- Working with trusted service providers (e.g., financial aid processors, licensing boards)
- You provide written consent
- There is a safety or legal concern that requires immediate reporting

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5. Your Rights as a Student

Under FERPA and other applicable laws, you have the right to:

- Review your education records
- Request corrections to inaccurate information
- Limit the sharing of your "directory information"
- File a complaint with the U.S. Department of Education if you believe your rights have been violated

To make a request or ask a question about your records, please contact the School Director.

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6. Data Breach Notification

If we ever experience a data breach that impacts your personal information, you will be notified as soon as reasonably possible in accordance with federal and state laws. We will explain what happened, what steps we've taken, and what you can do to protect yourself.

Questions?

If you have questions or concerns about how your information is handled, please contact:

Chief Information Security Officer (CISO)
Mandy Humphrey
mandy@race.edu

This notice may be updated from time to time. The most current version will always be available on the RACE website and in the student handbook.

Reviewed 2/2025