

Student Online Privacy Policy

J. F. Drake State Community & Technical College safeguards student information in the form of unique user IDs and passwords assigned during the admission and registration processes. When a student applies for admission to the College, we require they provide a valid Driver's License, State ID, Passport or Military ID before being admitted.

This confirms student identity prior to registering for classes.

For online resources, students have three systems they may access that contain personal information.

1. The Banner system is where students go to register for classes, check financial aid, grades, transcripts and various other permanent records. This system is secured with a unique user ID and password. In this case the user ID is the student ID number. The password is their 6-digit date of birth by default, and students are encouraged to change this password. Traffic to and from the Banner system is encrypted using a secure SSL certificate.

2. The Distance Learning platform, Blackboard 9.1, contains class information. The system is secured using the same user ID and password that the student uses for the Banner system. Drake State also encrypts all traffic to and from the Blackboard server via a secure SSL certificate.

3. For students who attended classes prior to Fall 2014, the old student E-mail system uses a different username and password from other systems. The username is made up of the student's first initial, last name, and 2-digit day and 2-digit month of birth. The initial password is their 6-digit date of birth. Students are encouraged to change this initial password. For students who were admitted and attended classes as of Fall 2014, the new student E-mail system hosted by Google Apps for Education uses their email address as their username and their initial password is their student ID number. Students are forced to change this initial password upon their first login to the Google Mail website.

The College reviews its online security protocols annually to ensure the privacy of student information. Login instructions for all online services are distributed to students during the first day of the Orientation to College courses each semester. Copies of the login instructions can also be obtained in the I.T. Services office in Building 500.