



## Connors State College

**Warner/Muskogee**

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**President's Office**

November 13, 2006

Dear OHLAP student:

This letter is to advise you that a group of electronic files, including a file which contained some personal information relating to you, were contained on a laptop computer which was stolen from Connors State College (CSC) on October 15, 2006. The laptop was recovered by law enforcement authorities on November 6. The laptop contained a file pertaining to students enrolled at CSC, and also a file pertaining to individuals who have graduated from high school and are currently qualified for the Oklahoma Higher Learning Access Program (OHLAP) scholarship. The OHLAP file contained the following information:

- Your name
- Your social security number
- Your date of birth
- Your graduation year from high school
- The high school from which you graduated

CSC obtained the OHLAP file from the Oklahoma State Regents for Higher Education (OSRHE), who administers the OHLAP program, through a secure site for the purpose of verifying that students enrolled at CSC are eligible for the program. CSC expressly regrets the fact the file was subsequently transferred to a laptop computer that was stolen from one of its campus facilities.

Upon being notified of the theft of the laptop, CSC immediately contacted law enforcement authorities. CSC then traced every document and file that could have been transferred to the laptop and discovered that the laptop contained the OHLAP file. We notified the OHLAP office on November 1.

OHLAP staff then worked with CSC to confirm that the OHLAP file had been transferred to the laptop. The OHLAP staff was prepared to help CSC send out a notice to you when CSC staff informed them on November 6 that the laptop had been recovered.

In an effort to determine if the OHLAP file had been compromised, OHLAP officials engaged computer forensics professionals to conduct focused tests on the laptop. State of the art computer forensic tests of the laptop were commenced November 7 and the OHLAP staff received a report on November 9. The report was inconclusive as to whether the file had been accessed.

CSC has no evidence indicating that your personal information was accessed or used for illegal or malicious activities. Nevertheless, the potential risks associated with identity theft are very serious matters, so CSC is taking this precautionary step to inform and advise all affected individuals about safeguard measures aimed at protecting privacy.

You should carefully review any bills you receive in the near future, including credit card transactions, to ensure the charges associated with your accounts are accurate. For additional information about identity theft, visit [www.consumer.gov/idtheft/](http://www.consumer.gov/idtheft/) or call toll-free 877-FTC-HELP (877-382-4357; TTY: 866-653-4261).

If you have any questions about this message, please call the CSC Human Resources Office and ask for Ms. Perline Boyattia at 918-463-6267. This telephone number is staffed Monday through Friday from 8 a.m. to 4:30 p.m. (CST). Inquiries may also be E-mailed to her at [perline@connorsstate.edu](mailto:perline@connorsstate.edu).

CSC will continue to work closely with the OHLAP office and the OSRHE regarding this matter. If you have any questions, initial inquiries should be made to Ms. Boyattia; further inquiries may be made to OHLAP toll-free at 1-800-858-1840 (select the OHLAP option from the menu), at 405-225-9152 for local calls in the Oklahoma City area or by E-mail to [okpromise@osrhe.edu](mailto:okpromise@osrhe.edu).

CSC apologizes for this inconvenience and is employing targeted safeguards to ensure that this issue does not occur again.

Sincerely,

A handwritten signature in black ink, appearing to read "Donnie L. Nero".

Dr. Donnie L. Nero  
President of Connors State College