



## Confidentiality of Protected Personal Information

Navient Corporation ("Navient") recognizes the importance of online privacy and has created this Privacy Statement to describe the types of information we can (and cannot) collect using our HiringNavigator™ software on the website [www.navient.net](http://www.navient.net) (also called the "Site") from visitors and or registered end users who may be referred to as a job applicant or a job candidate (both terms of which are used interchangeably) to this Site, and how we can use such information. Unless Navient has entered into a written agreement that expressly replaces this Confidentiality of Protected Personal Information, this Privacy and Confidentiality Statement describes the privacy policies that apply to all corporate clients of Navient and their registered end users or job candidates who may apply for jobs using this Site and the Hiring Navigator™ software.

### Personally Identifiable Information, Aggregate Information, and HiringNavigator™ Software Content

- ⑤ Personally identifiable information (or "personal information") is any information that can identify a registered end user and/or a job candidate personally or can be linked to a registered end user and/or a job candidate personally (i.e., name, address, credit card information). Navient will use personal information only in the manner described in this Confidentiality of Protected Personal Information and will not share personal information with any third party unless a corporate client and/or their registered end user gives us prior consent for such use.
- ⑤ "Aggregate information" is any information that cannot be linked to a registered end user personally (i.e., statistics regarding numbers and types of job candidates). Navient can freely use and share the aggregate information we collect from the Site for our business purposes.
- ⑤ Persons who register at the Site and agree to our Site Account Registration Agreement can access and use certain features of the 'HiringNavigator™ Software.' All information that is placed into Hiring Navigator Software is referred to as "Content" whether such information is personally identifying or not, and our policy regarding such Content is in the HiringNavigator™ Software Content paragraph below.
- ⑤ Nothing in this Confidentiality of Protected Personal Information will prevent Navient from disclosing any of the above described information to the extent required by Navient's Acceptable Use Policy or "AUP" (found in the Site Account Registration Agreement located on [www.navientcorp.com](http://www.navientcorp.com) policies tab) or to comply with an applicable rule of law, a request of a government agency, or any other valid legal process (referred to collectively as a "Legal Process").

### IP Address

A registered end-user computer generates a unique identifier (its IP Address) that is communicated to a Web site when a registered end user communicates with the Web site. We use a registered end user IP address to help diagnose problems with/administer our Site, and to provide technical support for a registered end user of the HiringNavigator™ Software.

### Cookies

A cookie is an element of data that a Web site can send to a registered end user browser and that a registered end user browser may then store on a registered end user computer system. A registered end user browser will then return the cookie information to the domain where it originated (in this case, the Site). A registered end user can set a registered end user browser to notify a registered end user when a registered end user receives a cookie, giving a registered end user the chance to decide whether to accept it. We use cookies to manage the HiringNavigator™ Software login process, and to save a registered end user password if a registered end user does not wish to re-enter it.

## **Site Account Registration**

Any visitor to the Site may register at corporate client Site and create a corporate client Site Account. All persons who wish to create or use the HiringNavigator™ Software are required to create a corporate client Site Account. The registering person will provide the corporate client with certain information when he or she registers at the Site (including his or her name, login name, password, and email address). We will use such information for purposes related to HiringNavigator™ Software (including to provide support, send notices to job applicants or information about maintenance downtime schedules and other administrative matters, or other matters pertinent to a registered end user regarding HiringNavigator™ Software on behalf of the corporate customer, if necessary). We may also use any and all information for any manner or purpose that does not reveal personal information or violate confidentiality policies contained in this policy statement regarding a registered end user and/or job candidate of the site.

## **Updating/Deleting a Site Account**

A registered end user may update registration information he or she provided to us at any time by going to Login and then entering a unique user name and password. The registered user may delete Site Account identifying information by notifying the corporate client who in turn may contact Navient at the address at the end of this Confidentiality of Protected Personal Information; however, by deleting a registered end user Site Account, a registered end user will terminate whatever rights a registered end user then has to access the HiringNavigator™ Software. Unless an end user expressly requests that his or her Site Account be deleted, the end user agrees that Navient and or the corporate client of Navient Corporation may maintain all registration information indefinitely or as otherwise required by applicable laws and/or regulations, under the then-most current Confidentiality of Protected Personal Information .

## **HiringNavigator™ Software Content**

Persons who create or are invited to use HiringNavigator™ Software may place information into such HiringNavigator™ Software (documents, files and other data) referred to as the "Content." Neither Navient nor any agent of Navient will in any way access or view any such Content except as required to conduct statistical research or resolve a technical support issue, in the event of a violation or suspected violation of the AUP, to transfer the Content of a HiringNavigator™ Software to the Administrator of the HiringNavigator™ Software upon termination of the HiringNavigator™ Software, or to comply with a Legal Process. In every case where Navient accesses Content, Navient will either obtain prior approval from the Administrator of the HiringNavigator™ Software, or promptly inform the Administrator after such access. In all cases, Navient will treat the Content as confidential information unless otherwise required by the AUP or a Legal Process. The Administrator of the HiringNavigator™ Software is the client organization member whose authorized level is designated as "Administrator;" or in his/her absence the person named the "Client of the HiringNavigator™ Software."

## **HiringNavigator™ Software Use**

Navient may gather information regarding access to/frequency of use of the HiringNavigator™ Software and other information related to the assessment of the end user or job candidate's suitability or 'fit' for a corporate client job opening. We will use such information for security purposes, statistical research and to determine the number of hires made during the term specified in the corporate client license agreement or to identify HiringNavigator™ Software accounts that have been abandoned or to determine other HiringNavigator™ Software-related services that may be useful to a registered end user or to a corporate client.

## **Partners and Other Sites**

This Privacy Policy is for HiringNavigator™ Software and does not govern any links from our site.

## **Financial Information**

Navient charges fees for certain of the products and services available through the Site or other Sites owned by Navient Corporation. To the extent a corporate client orders such a product or service; we will collect financial information from a corporate client (like a name, credit card number, billing address). Financial information is used only to bill a registered corporate client or customer for ordered products and services.

## **Security**

In order to protect the privacy of the personal information a registered end user supply us, Navient and its network supplier implement industry standard security features including use of SSL encryption and Virtual Private Networks, firewalls, back-ups, passwords, and audits. A registered end user acknowledge, however, that no security system is completely error free, hacker proof, or failsafe, and as such Navient does not make any warranties of privacy.

## **Contacting the Site**

If a corporate customer has any questions about this Confidentiality of Protected Personal Information, the practices of this Site, or information related to a registered end user and/or a job candidate using this Site, the corporate client can contact:

Navient Corporation  
1205 Hancock Street, Suite 814  
Quincy, MA 02169  
Attention: Legal Department  
U.S.A.  
[info@navientcorp.com](mailto:info@navientcorp.com)