<<Firstname>> <<Middlename>> <<Lastname>>
<<Address1>>
<<Address2>>
<<City>>, <<Stateprovince>> <<Postalcode>>

<<Date>> (Format: Month Day, Year)

Dear <<Firstname>> <<Middlename>> <<Lastname>>,

We are writing to tell you about a data security incident that may have exposed some of your personal information. We take the protection and proper use of your information very seriously. That is why we are contacting you directly to let you know how we are protecting you personally.

What Happened?

On March 19, 2015, Franklin & Marshall learned of a potential exposure of personal information. We immediately began an internal investigation in the matter which concluded that two files containing some students' personal information was uploaded to a public portion of the Franklin & Marshall eDisk network on March 27, 2013, and June 13, 2013, respectively. These files contained those students' full names and Social Security numbers.

Upon learning of these files, we immediately removed them from eDisk and checked to ensure that no other student data was publicly available on eDisk.

What Are We Doing To Protect You?

We sincerely regret this situation, and are taking steps to ensure that students' information is protected. We do not have any information that affected students' personal information was misused. Information on steps you can take to monitor you credit and identity is available on the following pages. To ensure that affected students' are protected, we have engaged Kroll to provide credit and identity services. Kroll is a global leader in risk mitigation and response, and their team has extensive experience helping people who have sustained an unintentional exposure of confidential data.

Your identity theft protection services include Credit Monitoring, Web Watcher, Public Persona, Quick Cash Scan, $1 Million Identity Theft Insurance, and Identity Theft Consultation and Restoration. Additional information describing your services is included with this letter.

Visit <<IDMonitoringURL>> and follow the online instructions to take advantage of your Identity Theft Protection Services.

Membership Number: <<Member ID>>

What Should You Do If You Have Any Questions Or Feel You Have An Identity Theft Issue?

If you have any questions about this incident, please contact Franklin & Marshall by calling (717) 358-4794 or emailing RiskManagement@fandm.edu.

If you have any questions about Kroll's Identity Theft Protection Services, call 1-866-775-4209, 8 a.m. to 5 p.m. (Central Time), Monday through Friday. Kroll's licensed investigators are standing by to answer your questions or help you with concerns you may have. *Please have your membership number ready.*

We deeply regret that this has happened. We trust that the quality and reliability of the services we are offering to you demonstrate our continued commitment to your security and satisfaction.

Sincerely,

Name
Title

<<IDMonitoringURL>> is only compatible with the current version or one version earlier of Internet Explorer, Chrome, Firefox, and Safari.

To receive credit services, you must be over the age of 18 and have established credit in the U.S., have a Social Security number in your name, and have a U.S. residential address associated with your credit file. To receive credit services by mail instead of online, please call 1-844-263-8605.

Information about Identity Theft Prevention

You may take additional steps to monitor against possible identity theft. We encourage you to regularly monitor your financial accounts and to monitor your credit reports for unusual activity. You may obtain a copy of your credit report, free of charge, once every 12 months from each of the three nationwide credit reporting agencies. To order your annual free credit report please visit www.annualcreditreport.com or call toll free 1-877-322-8228.

You may also contact the three national consumer reporting agencies directly.

Equifax, P.O. Box 105069, Atlanta, GA 30348, 800-525-6285, www.equifax.com

Experian, P.O. Box 2002, Allen, TX 70513, 888-397-3742, www.experian.com

TransUnion, P.O. Box 2000, Chester, PA 19022-2000, 800-680-7289, www.transunion.com

You may ask the credit reporting agencies to place a fraud alert or a security freeze on your credit report. You will need to provide the credit reporting agencies with your personal information and contact information to obtain either a fraud alert or security freeze on your credit report. These measures require the consumer reporting agencies to take additional steps before releasing your credit information.

You may obtain additional information about identity theft from the Federal Trade Commission. If you suspect you are the victim of identity theft, you should report it to the Federal Trade Commission. The Federal Trade Commission can be contacted at: 600 Pennsylvania Ave., NW, Washington, DC 21202, 877-438-4338, www.ftc.gov/idtheft. For North Carolina Residents, the Attorney General can be contacted at 9001 Mail Service Center, Raleigh, NC 27699-9001, 1-919-716-6400, www.ncdoj.gov. For Maryland Residents, the Attorney General can be contacted at 200 St. Paul Place, Baltimore, MD 21202, 1-888-743-0023, www.oag.state.md.us.