MONTANA
STATE UNIVERSITY

June 13, 2013

##92243-LV1-0123456 T-0012 **********5-DIGIT 1234
SAMPLE A SAMPLE
APT ABC
123 ANY ST
ANYTOWN, US 12345-6789

Dear Sample A Sample:

Montana State University ("MSU") is committed to protecting the personal information it maintains. Regrettably, we are writing to inform you about an incident involving some of that information.

On March 5, 2013, MSU discovered unusual activity on a computer in a central administration department. The computer was immediately taken offline and we began an investigation to examine what happened. We also hired an expert computer forensics company to assist with our investigation. After completing a thorough analysis of the computer, the forensics company determined that a computer virus may have allowed an unauthorized person to access information on the computer. Upon learning this, we diligently reviewed the files on the computer to determine the type of information involved. We identified information regarding your employment, including your name and Social Security number. No financial or bank account information was involved.

Even though we did not find any evidence to confirm that any unauthorized person accessed personal information, as a precautionary measure, we are providing you with a free one-year membership in ProtectMyID Alert™ from ConsumerInfo.com, Inc. an Experian® company to provide you with credit monitoring capabilities and in-depth assistance in identity theft protection. ProtectMyID Alert is completely free to you and enrolling in this program will not hurt your credit score. Unfortunately, due to privacy laws, we are not able to enroll you directly. **For more information on identity theft prevention and ProtectMyID Alert, including instructions on how to activate your complimentary one-year membership, please see the additional information provided in this letter.**

We deeply regret any inconvenience this may cause you. To help prevent something like this from happening in the future, we are conducting a comprehensive review of our information security practices and procedures and re-educating employees regarding online security awareness. If you have any questions, please call 877-631-0440 Monday through Friday between 7:00 a.m. and 5:00 p.m. Mountain Time and enter the reference code 6667061013 when prompted.

Sincerely,

Terry Leist
Vice President of Administration and Finance
Montana State University

ProtectMyID Alert Enrollment Information

1. **You Must Enroll By: September 30, 2013**
2. **ProtectMyID Web Site: www.protectmyid.com/redeem or call 877-371-7902 to enroll**
3. **Your Activation Code: ABCDEFGHIJKL**

Once your ProtectMyID Alert membership is activated, your credit report will be monitored daily for 50 leading indicators of identity theft. You'll receive timely Credit Alerts from ProtectMyID Alert on any key changes in your credit report which could include new inquiries, new credit accounts, medical collections and changes to public records.

ProtectMyID Alert provides you with powerful identity protection that will help detect, protect and resolve potential identity theft. In the case that identity theft is detected, ProtectMyID Alert will assign a dedicated U.S.-based Identity Theft Resolution Agent who will walk you through the process of fraud resolution from start to finish for seamless service.

Your complimentary One Year ProtectMyID Alert membership includes:

- **Credit Report:** A free copy of your Experian credit report.
- **Daily Credit Monitoring:** Alerts you of suspicious activity including new inquiries, newly opened accounts, delinquencies, or medical collections.
- **Identity Theft Resolution:** If you have been a victim of identity theft, you will be assigned a dedicated, U.S.-based Experian Identity Theft Resolution Agent who will walk you through the fraud resolution process, from start to finish.
- **$1 Million Identity Theft Insurance*:** As a ProtectMyID Alert member, you are immediately covered by a $1 Million insurance policy that can help you cover certain costs including, lost wages, private investigator fees, and unauthorized electronic fund transfers.

Once your enrollment in ProtectMyID Alert is complete, you should carefully review your credit report for inaccurate or suspicious items. If you have any questions about ProtectMyID Alert, need help understanding something on your credit report or suspect that an item on your credit report may be fraudulent, please contact Experian's customer care team at 877-371-7902.

Even if you choose not to enroll in this program, we recommend you remain vigilant to the possibility of fraud and identity theft by reviewing your credit report and credit card, bank, and other financial statements for any unauthorized activity. You may also obtain a copy of your credit report, free of charge, directly from each of the three nationwide credit reporting companies. To order your credit report, free of charge once every 12 months, from each of the three major nationwide credit companies, please visit www.annualcreditreport.com or call toll free at 1-877-322-8228. Contact information for the three nationwide credit reporting companies is as follows:

Equifax	Experian	TransUnion
PO Box 740256	PO Box 9554	PO Box 6790
Atlanta, GA 30374	Allen, TX 75013	Fullerton, CA 92834
www.equifax.com	www.experian.com	www.transunion.com
1-800-525-6285	1-888-397-3742	1-800-680-7289

If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission and/or the Attorney General's office in your home state. Contact information for the Federal Trade Commission is as follows:

Federal Trade Commission
600 Pennsylvania Avenue, NW
Washington, DC 20580
www.ftc.gov/idtheft
1-877-438-4338

You can obtain information from these sources about steps an individual can take to avoid identity theft as well as information about fraud alerts and security freezes. You should also contact your local law enforcement authorities and file a police report. Obtain a copy of the police report in case you are asked to provide copies to creditors to correct your records.

*** Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of Chartis, Inc. The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.**