

## **Xavier University**

### **Division of University Relations**

#### **Privacy & Refund Policy**

*This policy applies only to donations and event registration made via our website.*

University Relations is committed to ensuring the privacy, confidentiality, and security of those who visit and make donations or register for events on our website (Xavier.edu/alumni). This statement describes our information collection practices and explains how we use and protect your personal information. This statement applies only to information collected by this website.

#### **Credit Card Information**

To ensure that credit card information is secure and electronic payments are processed safely and efficiently, we use a Verisign secured, encrypted site to protect your online payment. Xavier University does not collect or store credit card information.

#### **Other Personally Identifiable Information**

To make an online gift, we require you to provide your full name, address or telephone number, and email address. You may also choose to provide additional information. This website will not sell or transfer such information to any third parties except to the extent necessary to authorize third parties such as the Verisign secured site to process the transaction you are authorizing and to use the necessary information needed to perform their functions. In addition, we may disclose personal information when we have a good-faith belief that disclosure is required by law. Xavier University may use the information you provide to update your contact information and to maintain contact with our alumni.

#### **Refund Policy**

By making a charitable gift to Xavier University, a 501(c)(3) organization, the donor understands that charitable donations are not refundable as long as Xavier uses the funds in good faith.

#### **Publication of Donor Names**

The names of all donors may be included in materials such as honor rolls, annual reports, and other appropriate publications, in both print and electronic formats, unless otherwise requested by the donor. The University will not publish the amount of any gift without the permission of the donor. Donors who have made gifts to the University via bequest or other testamentary device are deemed to have granted such permission unless otherwise specified in the gift instrument or other document.

#### **Updates to This Privacy Policy**

We may make changes or additions to this policy at any time and will post the changes on this web page.

#### **Contacting the Website**

If you have any questions about this privacy statement, the practices of this site, or your dealings with this website, please contact [alumni@xavier.edu](mailto:alumni@xavier.edu).

Your use of this site constitutes your understanding of, and agreement to, the terms of this policy.