



Student Data Privacy Notice

Notice Regarding the Collection of Social Security Numbers

Guard En State Career Consulting LLC is committed to protecting your personal information while fulfilling our state and federal reporting obligations. As a student in our security officer training programs, please review how your data is handled.

Why we are asking for your Social Security Number:

Guard En State Career Consulting LLC is a registered provider on the **New Jersey Eligible Training Provider List (ETPL)**. Under the federal Workforce Innovation and Opportunity Act (WIOA) and New Jersey state law, we are required to collect and report student data—including Social Security Numbers—to the **New Jersey Department of Labor and Workforce Development (NJDOL)**.

How your information is used:

The NJDOL uses this information for **performance accountability purposes only**. By matching your SSN against state wage records, the Department of Labor can determine the effectiveness of training programs in helping students find employment and increase their earnings. This data helps the state maintain a high-quality list of approved training providers for future students.

Privacy and Security:

- **Confidentiality:** Your SSN is protected by the **Family Educational Rights and Privacy Act (FERPA)** and the **New Jersey Identity Theft Prevention Act**. It will never be sold, shared for marketing, or made public.
 - **Encryption:** All data reported to the NJDOL is transmitted through a secure, encrypted portal (**IntelliGrants/TOPPS**).
 - **Limited Access:** Only authorized school administrators and state workforce officials have access to this data for the purpose of mandatory reporting.
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Authorization:

By providing your information, you acknowledge that you have been informed of the purpose for this collection and that your data will be handled in accordance with state and federal privacy laws

Date

sign

Guard En State Career Consulting LLC www.guardenstatecareer.services
