



## RULES OF THE BOARD OF TRUSTEES

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- (1) The purpose of this rule is to establish an Identity Theft Prevention Program (“Program”) to comply with Federal Trade Commission (“FTC”) Red Flag Rules, which implement the Fair and Accurate Credit Transactions Act of 2003 (“Red Flag Rules”). The College President shall develop or cause to be developed, procedures and guidelines to implement the Program.
- (2) The Program will identify “red flags” to alert College employees when new or existing billing accounts are opened using false information, protect against the establishment of false student accounts, implement methods to ensure existing accounts are not opened using false information, and establish measures to respond to such events.
  - A. “Covered Account” is a consumer account that involves multiple payments or transactions, such as a loan or payment plan that is billed or payable on a future date, or multiple payments in arrears, in which a “continuing relationship” is established or any other account for which there is a reasonably foreseeable risk from identity theft.
  - B. A “Red flag” is a pattern, practice, or specific activity that could indicate identity theft.
  - C. The College is considered a “creditor” under the Red Flags rule because it allows students to register now and pay on a future due date and offers institutional payment plans to students.
- (3) The Vice President of Business Services is responsible for the oversight of the Program. The Associate Vice President of Finance and the Bursar are responsible for the development, implementation, administration and annual review of the Program.

(General Authority: F.S. 817.02, 817.568, 1001.64, 1001.65)  
(Adopted: 09/07/10, Revised 11/12/13, 12/13/16)