



## Online Proctoring Privacy Notice

Fleming College collects, uses, discloses and retains personal information in compliance with the *Freedom of Information and Protection of Privacy Act (FIPPA)*. When you are taking an online assessment, Respondus Monitor in conjunction with Respondus LockDown Browser may capture your video, audio, screen, and web surfing particulars to protect academic integrity. Your personal information is collected under the authority of the *Ontario Colleges of Applied Arts and Technology Act S.O. 2002, c. 8, Sched. F.* and will be used for the purpose of administering an assessment through Respondus Monitor and LockDown Browser, online proctoring service acting as an authorized agent of the College.

The personal information collected by Respondus will be used to verify your identity and ensure that an assessment is being taken fairly in accordance with Fleming College's Academic Integrity Policy (#2-201A), and other relevant College policies. Respondus will make available such information to faculty and staff who will further review it to ensure the integrity of the assessment. Additionally, this information may be accessed by an Academic Appeal Panel, should you initiate an academic appeal.

Respondus is an American company. An agreement is in place between Respondus and Fleming College by which Respondus undertakes to provide its services in compliance with FIPPA and implement reasonable measures to protect your personal information from unauthorized access and/or disclosure.

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[Terms of Use – Respondus Monitor \(Student\)](#)  
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If you have any questions or concerns about this collection or the processing of your personal information by Fleming College, please contact the Privacy and Policy Officer at [freedomofinformation@flemingcollege.ca](mailto:freedomofinformation@flemingcollege.ca) or by mail to 599 Brealey Drive, Peterborough, ON K9J 7B1.