



**Renaissance Learning, Inc.**

**HR Job Applicant Privacy Notice for California Residents**

**Effective Date: January 1, 2021**

**Renaissance Learning, Inc. and its subsidiaries (“Renaissance”)** respects your concerns about privacy. This HR Privacy Notice describes the types of personal information we collect about California residents who are applying for a job at Renaissance (“Renaissance Applicants”).

Renaissance is responsible for providing this Privacy Notice to Renaissance Applicants who provide their personal information to Renaissance. Certain terms used in this Notice have the meanings given to them in the California Consumer Privacy Act of 2018 and its implementing regulations (the “CCPA”).

**Personal Information We Collect**

**Renaissance** may collect the following categories of personal information about Renaissance Applicants:

- **Identifiers:** identifiers, such as a real name, alias, postal address, unique personal identifier (e.g., a device identifier, unique pseudonym, or user alias/ID), telephone number, online identifier, internet protocol address, email address, account name and other similar identifiers.
- **Additional Data Subject to Cal. Civ. Code § 1798.80:** signature, state identification card number, education.
- **Protected Classifications:** characteristics of protected classifications under California or federal law, such as race, color, national origin, religion, age, sex, gender, gender identity, gender expression, sexual orientation, marital status, medical condition, ancestry, genetic information, disability, citizenship status, and military and veteran status
- **Online Activity:** Internet and other electronic network activity information and information regarding your interaction with websites or applications
- **Geolocation Data**
- **Sensory Information:** audio, electronic, visual, thermal, olfactory, and similar information
- **Employment Information:** professional or employment-related information, talent management information (e.g., resumé information, occupation details, education details, certifications and professional associations, historical compensation details, previous employment details, and pre-employment screening and background check information, including criminal records information).
- **Education Information:** education information that is not publicly available personally identifiable information as defined in the Family Educational Rights and Privacy Act (20 U.S.C. Sec. 1232g; 34 C.F.R. Part 99)
- **Inferences:** inferences drawn from any of the information identified above to create a profile about you reflecting your preferences, characteristics, psychological trends, predispositions, behavior, attitudes, intelligence, abilities, and aptitudes.

# RENAISSANCE

## How We Use the Personal Information

We use personal information for the purpose of carrying out and supporting HR functions and activities, including the uses described below. In addition to general HR purposes, the purposes listed below also include relevant “business purposes” as they are described in the CCPA.

- Managing candidate activities generally, including recruiting; performing background checks; determining suitability for employment or promotion; determining physical and/or mental fitness for work; managing diversity initiatives; reimbursing expenses; making travel arrangements; securing immigration statuses; managing disciplinary matters, grievances, and terminations; reviewing staffing decisions; and providing access to facilities.
- Ensuring business continuity; protecting the health and safety of our staff and others; safeguarding, monitoring, and maintaining our IT infrastructure, office equipment, facilities, and other property; detecting or preventing theft or fraud, or attempted theft or fraud; and facilitating communication with you and your designated contacts in an emergency.
- Operating and managing our IT, communications systems and facilities, and monitoring the use of these resources; performing data analytics; improving our services; allocating and managing company assets and human resources; strategic planning; project management; compiling audit trails and other reporting tools; maintaining records relating to business activities, budgeting, and financial management; managing mergers, acquisitions, sales, reorganizations or disposals and integration with business partners.
- Complying with legal requirements, such as tax, record-keeping and reporting obligations; conducting audits, management and resolution of health and safety matters; complying with requests from government or other public authorities; responding to legal process such as subpoenas and court orders; pursuing legal rights and remedies; defending litigation and managing internal complaints or claims; conducting investigations; and complying with internal policies and procedures.
- Performing services.
- Auditing related to a current interaction with you and concurrent transactions.
- Certain short-term, transient uses.
- Detecting security incidents, protecting against malicious, deceptive, fraudulent, or illegal activity, and prosecuting those responsible for that activity.
- Debugging to identify and repair errors that impair existing intended functionality.
- Undertaking internal research for technological development and demonstration.
- Undertaking activities to verify or maintain the quality or safety of a service or device that is owned, manufactured, manufactured for, or controlled by us, and to improve, upgrade, or enhance the service or device that is owned, manufactured, manufactured for, or controlled by us.

## How To Contact Us

If you have any questions regarding this HR Job Applicant Privacy Notice for California Residents or our privacy practices, please contact us at [privacy@renaissance.com](mailto:privacy@renaissance.com).