



BONITA UNIFIED SCHOOL DISTRICT

115 West Allen Avenue
San Dimas, California 91773

June 30, 2015

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SAMPLE A SAMPLE
APT ABC
123 ANY ST
ANYTOWN, US 12345-6789



Dear Sample A Sample:

As you are aware, there was unauthorized access into the student information system at San Dimas High School. I want to let you know that access to the system has been secured and no further unauthorized changes have been made to the system. Grades have been restored to their state before the incident.

The unauthorized access may have involved some of your personal information as a student at San Dimas High School. We at the Bonita Unified School District take this issue seriously and regret the concern it may cause. I'm writing to provide you information on the steps we are taking to protect you and your information moving forward.

What happened?

On June 2, 2015, we discovered that unauthorized individuals gained access to our student database in May 2015 and changed the grades of several students at San Dimas High School. We believe the suspects also accessed and downloaded personal information relating to students, including your name, Social Security number, birthdate, medical information, Aeries username and password, and contact information, such as physical address, email address and phone number. Upon learning this, we immediately reported the incident to law enforcement and conducted an investigation to determine what information may have been changed. We are cooperating with law enforcement in its investigation of this incident. The information that was changed has been restored to its original status.

What is Bonita Unified School District doing to protect you?

While we have received no reports that your information has been used in any manner that would compromise your identity or credit, out of an abundance of caution, we want to let you know that this happened and assure you that we take it very seriously. Further, as a precaution, we are providing you with a complimentary one-year membership in ProtectMyID® Alert from Experian. This product helps detect possible misuse of your personal information and provides you with superior identity protection services focused on immediate identification and resolution of identity theft. ProtectMyID Alert is completely free to you and enrolling in this program will not hurt your credit score. For more information on identity theft prevention and ProtectMyID Alert, including instructions on how to activate your complimentary one-year membership, please see the "Activate ProtectMyID Now in Three Easy Steps" document enclosed with this letter.

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(OVER PLEASE)

What is Bonita Unified School District doing to prevent this from happening in the future?

To help prevent something like this from happening in the future, we are reviewing and increasing information security measures within the district.

Where can you get more information on this issue?

If you have any questions, please call Donna Martin at 909-971-8320 ext. 5201, Monday through Friday from 8:00 AM to 4:30 PM Pacific Time.

I want you to know that protecting your information is incredibly important to us at Bonita Unified School District, as is helping you through this situation with the information and support you need.

Sincerely,



Dr. Gary J. Rapkin
Superintendent

Activate ProtectMyID Now in Three Easy Steps

1. ENSURE That You Enroll By: **September 30, 2015** (Your will not be able to enroll after this date.)
2. VISIT the **ProtectMyID Web Site: www.protectmyid.com/redeem**
3. PROVIDE **Your Activation Code: ABCDEFGHI**

If you have questions related to the product being offered or need an alternative to enrolling online, please call 877-371-7902 and provide engagement #: **PC94941**.

ADDITIONAL DETAILS REGARDING YOUR 12-MONTH PROTECTMYID MEMBERSHIP:

A credit card is not required for enrollment.

Once your ProtectMyID membership is activated, you will receive the following features:

- ◆ **Free copy of your Experian credit report**
- ◆ **Surveillance Alerts for:**
 - **Daily Bureau Credit Monitoring:** Alerts of key changes & suspicious activity found on your Experian, Equifax® and TransUnion® credit reports.
- ◆ **Identity Theft Resolution & ProtectMyID ExtendCARE:** Toll-free access to US-based customer care and a dedicated Identity Theft Resolution agent who will walk you through the process of fraud resolution from start to finish for seamless service. They will investigate each incident; help with contacting credit grantors to dispute charges and close accounts including credit, debit and medical insurance cards; assist with freezing credit files; contact government agencies.
 - It is recognized that identity theft can happen months and even years after a data breach. To offer added protection, you will receive ExtendCARE™, which provides you with the same high-level of Fraud Resolution support even after your ProtectMyID membership has expired.
- ◆ **\$1 Million Identity Theft Insurance*:** Immediately covers certain costs including, lost wages, private investigator fees, and unauthorized electronic fund transfers.

Once your enrollment in ProtectMyID is complete, you should carefully review your credit report for inaccurate or suspicious items. If you have any questions about ProtectMyID, need help understanding something on your credit report or suspect that an item on your credit report may be fraudulent, please contact Experian's customer care team at 877-371-7902.

INFORMATION ABOUT PREVENTING IDENTITY THEFT

Even if you choose not to take advantage of this free credit monitoring service, we recommend that you remain vigilant to the possibility of fraud and identity theft by reviewing your credit card, bank, and other financial statements for any unauthorized activity. You may also obtain a copy of your credit report, free of charge, directly from each of the three nationwide credit reporting agencies. To order your credit report, free of charge once every 12 months, please visit www.annualcreditreport.com or call toll free at 1-877-322-8228. Contact information for the three nationwide credit reporting agencies is as follows:

Equifax, P.O. Box 740241, Atlanta, GA 30374-0241, 1-800-685-1111, www.equifax.com

Experian, P.O. Box 9532, Allen, TX 75013, 1-888-397-3742, www.experian.com

TransUnion, P.O. Box 1000, Chester, PA 19022, 1-800-888-4213, www.transunion.com

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* Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. (AIG). The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission and/or the Office of the Attorney General in your home state. Contact information for the Federal Trade Commission is as follows:

Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580, www.ftc.gov/idtheft, 1-877-438-4338

You can obtain information from these sources about steps an individual can take to avoid identity theft as well as information about fraud alerts and security freezes. You should also contact your local law enforcement authorities and file a police report. Obtain a copy of the police report in case you are asked to provide copies to creditors to correct your records.

Fraud Alerts: There are also two types of fraud alerts that you can place on your credit report to put your creditors on notice that you may be a victim of fraud: an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least 90 days. You may have an extended alert placed on your credit report if you have already been a victim of identity theft with the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies at the toll-free numbers listed below:

Equifax
877-478-7625

Experian
888-397-3742

TransUnion
800-680-7289

Credit Freezes: You may have the right to put a credit freeze, also known as a security freeze, on your credit file, so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate a freeze. A credit freeze is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a credit freeze may delay your ability to obtain credit. In addition, you may incur fees to place, lift and/or remove a credit freeze. Credit freeze laws vary from state to state. The cost of placing, temporarily lifting, and removing a credit freeze also varies by state, generally \$5 to \$20 per action at each credit reporting company. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting companies as specified below to find out more information.

Equifax, P.O. Box 740241, Atlanta, GA 30374-0241, 1-800-685-1111, www.equifax.com

Experian, P.O. Box 9532, Allen, TX 75013, 1-888-397-3742, www.experian.com

TransUnion, P.O. Box 1000, Chester, PA 19022, 1-800-888-4213, www.transunion.com