

### Data Classification levels

#### REGULATED

**Regulated Data** is data that if disclosed, altered or destroyed, could cause a significant adverse impact to the individual, university or its affiliates.

Regulated data is protected by local, national, or international statute or regulation mandating certain restrictions.

**Access:** Limited to a legitimate business need.

**Safeguarding:** This information must be protected from unauthorized access, use or disclosure due to university policies, contract, or designation, or due to proprietary or privacy considerations.

**Examples:**

- Student academic and financial records  
*E.g. Grades/enrollment details; financial aid student bills, Disciplinary actions*
- Personal Health Information  
*E.g. Past, present, or future physical or mental health condition, Provision of health care*
- Personal Identifiable Information (e.g. SSN)
- Research Data protected by statute or regulation

#### RESTRICTED

**Restricted Data** is data that if disclosed, altered or destroyed, could cause a moderate adverse impact to the individual, university or its affiliates.

**Access:** Limited to a legitimate business need.

**Safeguarding:** This information must be protected from unauthorized access, use or disclosure due to university policies, contract, or designation, or due to proprietary or privacy considerations.

**Examples:**

- Course information and schedules,
- Payroll and tax data, HR data, payment history and information
- Access codes, legal records and contracts; general ledger data, Facilities records

#### PUBLIC

**Public Data** is data that if disclosed, altered or destroyed, would cause little or no adverse impact to the university, its affiliates, or the individual.

**Access:** Open

**Safeguarding:** Little or no controls are required to protect the confidentiality of Public data, yet, some level of control is required to prevent unauthorized modification or destruction of it.

**Examples:**

- Announcements / press releases
- Public event information
- Public directories and maps;