



<<Firstname>> <<Middlename>> <<Lastname>>

<<Date>> (Format: Month Day, Year)

<<Address1>>

<<Address2>>

<<City>>, <<Stateprovince>> <<Postalcode>>

<<Intelligent Mail Barcode>>

Dear <<Firstname>> <<Middlename>> <<Lastname>>,

The University of South Carolina has learned that a computer containing confidential, personally identifiable information, including your Social Security number, e-mail and Full Name, was stolen from a locked room in the department of Physics and Astronomy. The stolen computer was password protected and the files did not specify that it contained the Social Security number.

Although we have no evidence that your personal information has been accessed, we strongly advise you to take measures to protect yourself from possible identity theft. You can request, via phone or web, one of the three major national credit bureaus put a free Initial Fraud Alert on your credit files. An Initial Fraud Alert notifies creditors that they should contact you before approving any new line of credit. The alert will expire after 90 days, but can be renewed as needed. Additionally, once per year you may obtain a free credit report from each of the three agencies for your examination.

To order a free copy of your credit report online, use: <http://AnnualCreditReport.com>

This site is operated jointly by the three credit bureaus. Making your requests via this site will ensure proper processing.

When you receive your credit reports please review them carefully. Look for accounts you did not open, inquiries from creditors that you did not initiate and inaccurate personal information, such as home addresses and Social Security numbers.

General guidance regarding identity theft is available on the website of the Federal Trade Commission: <http://www.ftc.gov/idtheft/>

Because securing your personal information is so important to us; we have engaged Kroll Advisory Solutions, the global leader in risk mitigation and response, to provide its ID TheftSmart™ service at no cost to you for one year. Kroll Advisory Solutions has more experience than any other organization when it comes to helping people who have experienced the unintentional exposure of confidential data. You now have access to:

Enhanced Identity Theft Consultation and Restoration. Licensed Investigators who truly understand the problems surrounding identity theft, are available to listen, to answer your questions, and to offer their expertise regarding any concerns you may have. And should your name and credit be affected by this incident, your investigator will help restore your identity to pre-theft status.

Next Steps



Your membership number is: <<MEMBERSHIPNUMBER>>



Call 1-866-???-Krlh if you need help or have questions
9 a.m. to 6 p.m. (Eastern Time), Monday through Friday
Kroll representatives are ready to help you.

You may call **1-866-???-????**, 9:00 a.m. to 6:00 p.m. (Eastern Time), Monday through Friday, if you have any questions or feel you may have an identity theft issue.

I assure you that security and protection of personal information are taken very seriously at the University of South Carolina and we deeply regret any inconvenience this may cause you.

Sincerely,

Dr. Roger Sawyer
Executive Dean
College of Arts and Sciences