

To the Office of Attorney General:

On or around June 17, 2023, an employee of Baltimore City Community College ("BCCC") sent a BCCC student a screen shot via email that inadvertently revealed another BCCC student's social security number. Only one student was affected. The employee has been officially reprimanded and will undergo additional training to ensure that an incident like this one does not re-occur.

The affected student was contacted by the Vice President of Student Affairs via telephone. In addition, the student will receive an email, a draft of which is copied below.

For questions or additional information, please contact the College's general counsel, Maria Rodriguez, at 410-462-7791 or mrodriguez@bccc.edu.

Draft E-mail:

Dear ____:

I am writing on behalf of:

Baltimore City Community College (BCCC)

2901 Liberty Heights Avenue

Baltimore, Maryland 21215

(410) 462-8300

www.bccc.edu

Please know that on or around June 17, 2023, a BCCC employee accidentally provided another BCCC student with your social security number. (The employee was transmitting a screen shot of one student's transcript request and the screen shot showed that you had also requested a transcript and your SSN as well as that of the other student.)

The College apologizes for the error and any inconvenience it may cause. Below you will find contact information for the Maryland Attorney General's office, the Federal Trade Commission, and the major consumer reporting agencies. Each of them can provide you with information about steps you can take to avoid identity theft.

Equifax Security Freeze
P.O. Box 105788
Atlanta, GA 30348-5788
www.experian.com/freeze/center.html
1-800-525-6285

Experian Security Freeze
P.O. Box 9554
Allen, TX 75013-9544
www.experian.con/freeze/center.html
1-888-397-3742

TransUnion Security Freeze
P.O. Box 2000
Chester, PA 19016-2000
www.transunion.com/credit-freeze
1-800-680-7289

Federal Trade Commission, Consumer Response Center
600 Pennsylvania Ave, NW Washington, DC 20580
1-877-IDTHEFT (438-4338) www.identitytheft.go

Maryland Office of
Attorney General
200 St. Paul Pl
Baltimore, MD 21202
1-888-743-0023
www.oag.state.md.us

Thank you very much.