



OFFICE OF RISK & INTERNAL CONTROLS SERVICES

53 South Main Street Suite 212 • Hanover, New Hampshire 03755
(603) 646-2441 • (603) 646-9199 Facsimile
www.dartmouth.edu/~rmi/

March 14, 2012

Office of the New Hampshire Attorney General
33 Capitol Street
Concord, NH 03301

Re: Dartmouth College

To Whom It May Concern:

We are contacting the Office of the New Hampshire Attorney General regarding a recent incident involving Dartmouth College and the potential breach of some of Dartmouth parents' Personal Information ("PI").

Dartmouth was notified on or about February 20, 2012 that a Dartmouth laptop, belonging to a member of the coaching staff of the women's soccer team, was stolen on February 19, 2012. The laptop was located in the coach's locked vehicle which was parked in a location in Montreal, Canada and subsequently broken into. The laptop was password protected pursuant to Dartmouth privacy policies. The stolen laptop stored information related to financial aid applications that included a tax return and a T-1 Form, which contained personal information, including full names and Social Security/Social Insurance numbers for four (4) individuals. None of the affected individuals reside in New Hampshire.

After a thorough and immediate investigation of the incident and report to local law enforcement, Dartmouth has found no evidence to suggest that any identity fraud, theft, or other harmful activity has occurred, or that any personal information has actually been accessed to date. The thief may be unaware of the nature of the information in the laptop computer, or may be unable to access it. Nevertheless, Dartmouth College wanted to make you (and the affected individuals) aware of the incident and explain the steps we are taking to safeguard against identity fraud.

Although Dartmouth does not have any evidence that the PI has been improperly accessed or misused to date, we provided notice of the incident to the four (4) affected individuals, none of whom reside in New Hampshire.

In addition, Dartmouth will offer a 12-month, three-bureau credit monitoring service at no cost to the two (2) affected citizens of the United States. Dartmouth will reimburse the two (2) Canadian citizens for this same credit monitoring service. Dartmouth will also advise the individuals affected to obtain a credit report, place a fraud alert, and/or place a security freeze on their credit report and the potential associated costs of doing so.

Dartmouth takes this situation very seriously. Maintaining the integrity of confidential information is extremely important to Dartmouth and we continue to take appropriate measures to safeguard the security of personal data.

If you have any further questions, please contact me at 603-646-2442.

Sincerely,

A handwritten signature in black ink that reads "Catherine Lark". The signature is written in a cursive, flowing style.

Catherine Lark, Director
Office of Risk and Internal Controls Services