



805 SW Broadway, Suite 1600, Portland, Oregon 97205
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September 29, 2008

SECURITY BREACH NOTIFICATION
New York State Consumer Protection Board
1740 Broadway – 15th Floor
New York, New York 10019

To Whom It May Concern:

I am writing to notify you of an unauthorized access of personal information involving 26 New York residents.

The incident occurred when a CollegeNET employee's laptop was stolen in Portland, Oregon. Unknown persons stole the laptop from the employee's locked vehicle on September 23, 2008. The theft was reported promptly to law enforcement, which is investigating the matter. The laptop contained unencrypted personal information. Specifically, the laptop contained electronic files that contained information such as name, address, phone number, email address, social security number, driver's license number, and birth date. A password is required to access this information, but it is possible that unauthorized persons could nonetheless access the information.

The personal information of 26 New York residents was contained on the laptop. CollegeNET intends to notify these 26 individuals of the incident by letter. The letters will be sent via U.S. mail. Enclosed is a sample notification letter.

When the theft was discovered, it was promptly reported to law enforcement. I have no evidence that the personal information has been used for fraudulent purposes. CollegeNET does not intend to offer credit monitoring services to the individuals potentially affected by this incident.

CollegeNET takes seriously its responsibilities to safeguard personal information. The company utilizes robust security and anti-intrusion measures to protect data. After the incident that is the subject of this letter, CollegeNET reminded all employees of the company policy that personal information is to be stored on the company's secure network rather than on individual laptop computers.

If you have any questions about this matter, please contact me at 503-973-5200.

Sincerely,

Tiffany Souza
Associate Vice President, Corporate Counsel
CollegeNET, Inc.

Encl.





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October 1, 2008

Name
Address
City, State Zip Code

Dear _____:

Our firm, CollegeNET, provides services to the NFLPA in handling your updated Application for Certification and annual fee. This letter is to inform you of an incident in which a CollegeNET employee's laptop was stolen in Portland, Oregon. Unknown persons stole the laptop from the employee's locked vehicle on September 23, 2008. The theft was reported promptly to law enforcement, which is investigating the matter.

We are officially notifying you because the laptop contained unencrypted personal information, including personal information about NFLPA Contract Advisors. Specifically, the laptop contained files including information such as name, address, phone number, email address, social security number, driver's license number, and birth date. A password is required to access this information, but it is possible that unauthorized persons could nonetheless access the information.

Although we have no reason to believe that any of the personal information on the laptop has been or will be used without authorization, we are obligated to officially notify you. Because the information may have been viewed by unauthorized third parties, we recommend that you carefully review your credit card and bank statements in order to determine whether unauthorized charges or withdrawals have been made. Additionally, we recommend that you contact one of the credit reporting agencies, listed below, to alert them of this incident and place a fraud alert on your credit report. Legally, CollegeNET is unable to initiate a credit alert for you. The initial alert will remain on your credit report for 90 days and will let creditors know to contact you before opening any new accounts in your name.

A fraud alert on your credit report does not affect your ability to get a loan or credit. Instead, it alerts a business that your personal information may have been compromised and requires them to verify your identity before issuing you credit. As part of this verification process, the business may try to contact you directly. While this may cause some short delay if you are the one applying for the credit, it ensures that someone cannot fraudulently obtain credit in your name. If you contact one of the agencies below, the other two should be automatically notified.

Experian
PO Box 9554
Allen, TX 75013
Telephone: 888-397-3742
www.experian.com

TransUnion
PO Box 6790
Fullerton, CA 92834
Telephone: 800-680-7289
www.transunion.com

Equifax
PO Box 105788
Atlanta, GA 30348
Telephone: 800-525-6285
www.equifax.com

You may obtain further information about how to guard against identity theft from:

Federal Trade Commission
Consumer Response Center
600 Pennsylvania Avenue, NW
Washington, DC 20580
Telephone: 877-438-4338
www.consumer.gov/idtheft

We regret any inconvenience or concern this incident may cause you. If you have any questions or concerns about the incident, you may contact me at 503-973-5200.

Sincerely,

Ed Trachtenberg
Vice President, Finance
CollegeNET, Inc.