**Section 1501.117 Shared Data Agreements**

a) Student-level data furnished by the ICCB on behalf of Illinois community colleges is licensed by ICCB and remains the property of ICCB.

b) All requests for data files, data products, aggregations or reports containing student-level data elements, except in the case of State and federal mandated accountability reporting, shall be made in writing to ICCB using ICCB forms.

c) All requests shall be approved by the Executive Director prior to execution of a shared data agreement.

d) All data obtained from ICCB shall be used solely for the purpose identified by the requesting entity. The scope and term of this usage will be detailed in a shared data agreement specific to each request. Use of the data for any other purpose shall require a separate and specific written request, approval, and shared data agreement.

e) The entity in receipt of ICCB student-level data must comply with applicable laws and regulations with respect to the protection of privacy, security and dissemination of the confidential information. Upon completion of the data sharing purpose, the entity shall return it to ICCB or destroy it and any copies, as specified in the data sharing agreement.

(Source: Added at 42 Ill. Reg. 24855, effective December 17, 2018)