**Customer Communication Policy**

IWCC has formal procedures in place to ensure the authenticity and security of customer communications.

Only designated team members are authorized to contact customers. We do not share customer contact information, or personal information recovered with third parties. Any unsolicited communications from other than a recognized account team should be immediately reported to IWCC. E-mail communications from IWCC employees can be easily identified as coming from “@iwcc.edu”.

Any other e-mail source should be treated with suspicion as it may contain malware or a form of virus, which may lead to an unwanted result of your personal security or computer performance. If you have any questions regarding this policy or believe you have received an informal form of communication, please contact the help desk at IWCC immediately.