

# DEPAUL UNIVERSITY

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## Biometric Login for University-Owned Computers

**Category:** Operations

**Responsible Department:** Information Services

**Responsible Officer:** Vice President of Information Services

**Effective Date:** 05/13/2026

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### Policy Summary

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This policy outlines the optional use of biometric login technologies on university-owned Windows and macOS computers. It ensures that biometric authentication methods are used responsibly, securely, and in compliance with applicable laws.

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### Scope

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This policy affects the following groups of the University:

- Full-Time Faculty
  - Part-Time Faculty
  - Full-Time Staff
  - Part-Time Staff
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### Policy

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#### A. Definitions

For the scope of this policy, “biometric data” includes fingerprints and facial geometry scans.

“Biometric login technologies” include Microsoft Windows Hello for Business on Windows-based computers as well as Touch ID and Microsoft Entra ID Platform SSO on macOS-based computers, as well as any succeeding technology from the same vendors.

“BIPA” refers to the Illinois Biometric Information Privacy Act, 740 ILCS 14/1 et seq.

“BlueKey” refers to DePaul’s centralized authentication system, consisting of usernames, passwords, and multi-factor authentication.

## **B. Purpose and Optional Nature**

DePaul University supports the use of Biometric Login Technologies on university-owned computers to enhance information security and user convenience. Security is improved by leveraging hardware-based credentials as a part of multi-factor authentication to mitigate phishing and credential theft risks, and usability benefits by enabling seamless, password-free access that reduces login time and enhances user experience across DePaul systems and applications.

Use of Biometric Login Technologies is entirely optional and is at the discretion of the assigned user of each individual university-owned computer. Biometric login will only be available for university employees and contractors with individually-assigned desktops or laptops; it is not available on shared computers. Biometric login will not be enabled or available on a university-owned computer unless its assigned user explicitly opts in. University personnel who choose not to opt in to the use of biometric login may continue to use their assigned BlueKey username and password in addition to multi-factor authentication, as required.

Biometric data will be stored in an encrypted form locally on each employee's university-owned computer. It is not and cannot be transmitted outside of each device, and it is not accessible in any form to university personnel or our technology partners.

## **C. Requirements for Collecting Biometric Information**

Prior to collecting an individual's Biometric Data, the process for opting in to the use of biometric login technologies shall:

- (1) Inform the individual, in writing, that their Biometric Data is being collected or stored by the University;
- (2) Inform the individual (or their legally authorized representative) of the specific purpose for which their Biometric Information is being collected, stored, and used; and
- (3) Electronically execute a release by the individual acknowledging that they consent to the collection or storage of their Biometric Data by DePaul for the specific purpose outlined in this policy.

Information Services shall retain and dispose of electronically collected release forms in accordance with the University's Records Retention Schedule. In no case shall the University retain an individual's Biometric Data for more than one (1) year following their last interaction with DePaul.

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## **Procedures**

Please refer to the Information Services knowledge base at <https://helpdesk.depaul.edu> for information and procedures related to this policy.

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## **Divisional Collaborations**

Office of the General Counsel

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## Contact Information

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## Appendices

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None.

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## History/Revisions

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Last Amended Date:  
Next Review Date: