**Privacy Policy: www.cyberconnexion.ca**

www.cyberconnexion.ca (“Website”) is owned and operated by the Fields Institute for Research in Mathematical Sciences (“Fields Institute”). Fields Institute is the data controller and can be contacted at:

inquiries@fields.utoronto.ca
222 College St. Toronto, ON M5T3J1
416-348-9710

**Purpose:**
The purpose of this privacy policy is to inform users of our website of the following:

1. The personal data we will collect;
2. Use of collected data;
3. Who has access to the data collected;
4. The rights of Website users; and
5. The Site’s cookie policy.

By using our Website, users agree that they consent to the conditions set out in this privacy policy.

**Personal Data Collected:**

The Fields Institute collects in a non-automatic way (i.e. you actively provide it) the following personal data:

1. Name
2. Email address

This data will be collected when;

1. You fill out a contact form on the Website.

**How We Use Personal Data:**

Personal information will be used by the Fields Institute only in relation to the purpose for which it was collected, for a consistent purpose, or with consent of the individual. A purpose is consistent if the use is reasonably compatible with a purpose given on collection. e.g. You may be sent an email in response to a question asked on the contact form.

**Why We Collect Personal Information:**

Fields collects personal information to communicate with those engaging with the Cyber Connexion program.

**Who Has Access to Personal Information Collected:**

We may disclose personal user information to employees of the Fields Institute. All employees and contractors at the Fields Institute are bound by non-disclosure and confidentiality agreements.

**Other Disclosures**

We will not share or sell your data with other third-parties, except in the following cases:

1. With the explicit, written consent of the individual to whom the information pertains;
2. For purpose(s) for which the personal information was collected (see above);
3. As part of an anonymized data set provided to a third party upon request for information about the characteristics of the Fields Institute users;
4. To a Fields Institute employee, Director, agent or contractor who needs the information to perform official, proper duties on behalf of the Fields Institute, and who is bound by non-disclosure agreements regarding use of any data collected by the Fields Institute;
5. Externally onlyas required by law or a legal proceeding.

**How Long We Store Personal Data**

Your data will be stored in perpetuity or until the Fields Institute closes operations, or until you send a request to remove your data.

**How We Protect Your Personal Data**

To protect your security, we use the strongest available browser encryption and store all of our data on servers in secure facilities accessible only to our employees. Our employees, contractors and volunteers are bound by non-disclosure and confidentiality agreements.

While we take all reasonable precautions to ensure that user data is secure and that users are protected, there always remains the risk of harm. The Internet as a whole can be insecure at times, and therefore, we are unable to guarantee the security of user data beyond what is reasonably practical.

**Your Rights as a User**

Under the GDPR, you have the following rights:

1. Right to be informed;
2. Right of access;
3. Right to rectification;
4. Right to erasure;
5. Right to restrict processing
6. Right to data portability; and
7. Right to object.

**Children:**

We do not knowingly collect or use personal data from children under the age of 16 years. If we learn that we have collected personal data from a child under 16 years of age, the personal data will be deleted as soon as possible. If a child under 16 years has provided us with their personal data, their parent or guardian may contact us to have the data removed.

**How to Access, Modify, Delete or Challenge the Data Collected**

If you would like to know if we have collected your personal data, how we have used your personal data, if we have disclosed your personal data and to whom it has been disclosed, or if you would like your data to be deleted or modified in any way, or if you would like to exercise any of your rights under the GDPR, please contact: inquiries@fields.utoronto.ca to be directed accordingly.

416-348-9710

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**How to Opt Out of Data Collection, Use or Disclosure**

In addition to the method(s) described above, you can opt out of providing data by choosing not to use the contact form on the Website.

**Cookie Policy:**

A cookie is a small file, stored on a user’s hard drive by a website. Its purpose is to collect data relating to the user’s browsing habits. You can choose to be notified each time a cookie is transmitted. You can choose to disable cookies entirely, though this may decrease the quality of your user experience.

We use the following types of cookies on our Website:

1. Analytical Cookies

Analytical cookies allow us to improve the design and functionality of our Site by collecting data on how you access our Website, for example data on the content you access, how long you stay on our Website, etc.

**Modifications**

This Privacy Policy may be amended from time to time in order to maintain compliance with the law and to reflect any changes to our data collection process. When we amend this Privacy Policy, we will update the Effective date at the top of this Privacy Policy. We recommend that our users periodically review our Privacy Policy to ensure that they are notified of any updates. If necessary, we may notify users by email of changes to this Privacy Policy.

**Complaints:**

If you have any complaints about how we process your personal data, please contact us through the contact methods listed in the Contact Information section so that we can, where possible, resolve the issue. If you feel we have not addressed our concern in a satisfactory manner, you may contact a supervisory authority. You have the right to directly make a complaint to a supervisory authority.

**Contact Information**

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Inquiries may be directed to the Director of Computing Services.