

AATG Data Privacy Statement (GDPR Compliant Statement)

The American Association of Teachers of German (AATG) places a high priority on protecting the data privacy of our members and website users. We recognize the importance of protecting the personal information collected from users in the operation of our services and taking reasonable steps to maintain the security, integrity, and privacy of any information in accordance with this Privacy Policy.

Q: How and when is data collected?

A: In general, information is collected through our membership portal in AATG and through program registration. For membership, we collect standard demographic data that is needed (and utilized!) to understand our membership demographics and improve operations. For programs, AATG only collects information needed for operations of the program. Differentiated information is collected depending on the nature of the program. For example, if the program requires travel, additional information may be collected. For our National German Exam, we collect student data related to their school affiliation.

Q: Who uses data collected?

A: Data collected about individuals is accessed and utilized by the [professional staff](#) of the AATG. Staff use the information exclusively for their assigned tasks and data is not shared with external audiences except in limited cases.

Q: Why is the data collected?

A: AATG is a member-based organization and data is primarily collected regarding work related to member services. AATG also offers programs data is collected only to fulfill the individual program objectives.

Q: How is the data stored?

AATG's data is stored using encrypted, multi-factor authentication cloud services. Only [AATG professional staff](#) have (limited) access to the data.

Q: How long is the data retained?

A: Records regarding membership are retained indefinitely unless consent is withdrawn. Records regarding programs / financial transactions are retained for at least seven years and are typically destroyed / deleted after seven years.

Q: Who else might have access to the data and under what circumstances?

A: Regional chapters of AATG are granted limited, indirect access to membership data for outreach purposes. Only professional staff members have direct access to data collected by AATG.

Q: How is data related to web-site traffic managed?

A: AATG does not collect personally identifying information from users browsing its Web site. Only aggregate statistical metrics such as the number of hits per page and number of downloads, without identifying any user individually, are collected and used for internal and marketing purposes.

Q: When is my data transferred to others?

A: Membership contact information may be transferred to professional partners for programs related to AATG's mission. Members may opt-out or opt-in regarding data sharing with professional partners. AATG may transfer data as part of its program offerings and only in cases when this is required for successful program operation. For example, information may be used to book airfare, hotel rooms, or register participants with programs at conferences or in the German-speaking world. Membership data may be shared with other members, but access is determined by the AATG member in their profile. Certain data can never be shared. Data sharing settings are transparently posted in the member profile.

Q: How may I withdraw consent to collect/use my data?

A: [Director of Member Services, Director of Programs.](#)

Q: Whom do I contact regarding questions about Data Privacy and Data Management?

A: Executive Director, Dr. Michael R. Shaughnessy mike@aatg.org

AATG's data privacy statement references guidelines from the [European Commission](#)

Modified January 2021