

# Music Performance Assessment (MPA) Online Privacy Policy

*Adopted by the board of directors on March 2, 2026*

This Privacy Policy describes our policies and procedures for collecting, using, and disclosing information when you use **MPA Online** ("the Service"), a service provided by the Florida School Music Association. It also explains your privacy rights and how the law protects you.

We use your Personal data to provide and improve the Service. By using the Service, you agree to the collection and use of information in accordance with this Privacy Policy.

## Interpretation and Definitions

### Interpretation

The following definitions shall have the same meaning regardless of capitalization or whether they appear in singular or plural.

### Definitions

For the purposes of this Privacy Policy:

- *Account* means a unique account created for you to access the Service or parts of the Service.
- *Affiliate* means an entity that controls, is controlled by, or is under common control with a party, where "control" means ownership of 50% or more of the shares, equity interest or other securities entitled to vote for the election of directors or other managing authority.
- *Organization* (referred to as either "the Organization," "We," "Us," or "Our" in this Agreement) refers to the Florida School Music Association (FSMA), 402 Office Plaza Dr, Tallahassee, FL 32301.
- *Cookies* are small files placed on your computer, mobile device, or other device by a website, containing details of your browsing history on that website, among their many uses.
- *Country* refers to: Florida, United States of America.
- *Device* means any device that can access the Service, such as a computer, a cellphone, or a digital tablet.
- *Personal Data* is any information that relates to an identified or identifiable individual.
- *Service* refers to the MPA Online website or the FSMA website
- *Service Provider* means any natural or legal person who processes the data on behalf of the Company. It refers to third-party companies or individuals employed by the Company to facilitate the Service, to provide the Service on behalf of the Company, to perform

services related to the Service, or to assist the Company in analyzing how the Service is used.

- *Usage Data* refers to data collected automatically, either generated by the use of the Service or from the Service infrastructure itself (for example, the duration of a page visit).
- *Website* refers to MPA Online, accessible from <https://flmusiced.org/mpaonline> or MPAOnline.org.
- *You* means the individual accessing or using the Service, or the company, or other legal entity on behalf of which such individual is accessing or using the Service, as applicable.

## Collecting and Using Personal Data

### Types of Data Collected

#### Personal Data

While using the Service, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. Personally identifiable information may include, but is not limited to:

- Email address
- First name and last name
- Phone number

#### Usage Data

Usage Data is collected automatically when using the Service.

Usage Data may include your Device's Internet Protocol address (e.g., IP address), browser type, browser version, the pages of the Service you visit, the time and date of your visit, the time spent on those pages, unique device identifiers, and other diagnostic data.

When you access the Service by or through a mobile device, We may collect certain information automatically, including, but not limited to, the type of mobile device you use, your mobile device unique ID, the IP address of your mobile device, your mobile operating system, the type of mobile Internet browser you use, unique device identifiers and other diagnostic data.

We may also collect information that your browser sends whenever you visit the Service or when you access the Service by or through a mobile device.

## Tracking Technologies and Cookies

We use Cookies and similar tracking technologies to track activity on the Service and store certain information. Tracking technologies used are beacons, tags, and scripts to collect and track information and to improve and analyze the Service. The technologies we use may include:

- Cookies or Browser Cookies. A cookie is a small file placed on your Device. You can instruct your browser to refuse all Cookies or to indicate when a Cookie is being sent. However, if you do not accept Cookies, you may not be able to use some parts of the Service. Unless you have adjusted your browser settings to refuse Cookies, the Service may use Cookies.
- Web Beacons. Certain sections of the Service and our emails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit the Company, for example, to count users who have visited those pages or opened an email and for other related website statistics (for example, recording the popularity of a certain section and verifying system and server integrity).

Cookies can be "Persistent" or "Session" Cookies. Persistent Cookies remain on your personal computer or mobile device when you go offline, while Session Cookies are deleted as soon as you close your web browser.

We use both Session and Persistent Cookies for the purposes set out below:

- Necessary / Essential Cookies
  - Type: Session Cookies
  - Administered by: Us
  - Purpose: These Cookies are essential to provide you with services available through the Website and to enable you to use some of its features. They help to authenticate users and prevent fraudulent use of user accounts. Without these Cookies, the services you have requested cannot be provided, and we use them solely to provide those services.
- Functionality Cookies
  - Type: Persistent Cookies
  - Administered by: Us
  - Purpose: These Cookies allow us to remember choices you make when you use the Website, such as remembering your login details or language preference. The purpose of these Cookies is to provide you with a more personal experience and to avoid having to re-enter your preferences every time you use the Website.
- Google Analytics
  - Type: Persistent Cookies
  - Administered by: Google
  - Purpose: Analytics to guide our designers' and developers' decisions regarding improvement of the Service.

- **The Service does not use “tracking” or “third-party” cookies, and browsing data is not shared with any other third party.**

## Use of your Personal Data

The Company may use Personal Data for the following purposes:

- To provide and maintain the Service, including monitoring the usage of the Service.
- To manage your Account: to manage your registration as a user of the Service. The Personal Data you provide can give you access to various functionalities of the Service available to registered users.
- For the performance of a contract: the development, compliance, and undertaking of the purchase contract for the products, items, or services you have purchased or of any other contract with Us through the Service.
- To contact you: To contact you by email, telephone calls, SMS, or other equivalent forms of electronic communication, such as a mobile application's push notifications regarding updates or informative communications related to the functionalities, products, or contracted services, including the security updates, when necessary or reasonable for their implementation.
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- To manage your requests: To attend to and manage your requests to us.
- For other purposes: We may use your information for data analysis, identifying usage trends, and evaluating and improving the Service, products, services, marketing, and your experience.

We may share your personal information in the following situations:

- With Service Providers: We may share your personal information with Service Providers to monitor and analyze the use of the Service, and to contact you.
- With Affiliates: We may share your information with our affiliates, in which case we will require those affiliates to honor this Privacy Policy. Affiliates include our parent company and any other subsidiaries, joint venture partners, or other companies that we control or that are under common control with Us.
- With other users: when you share personal information or otherwise interact in the public areas with other users, such information may be viewed by all users and may be publicly distributed outside.
- With your consent, we may disclose your personal information for any other purpose with your consent.

## Retention of your Personal Data

The Company will retain your Personal Data only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use your Personal Data to the extent necessary

to comply with our legal obligations (for example, applicable laws), resolve disputes, and enforce our legal agreements and policies.

The Company will also retain Usage Data for internal analysis purposes. Usage Data is generally retained for a shorter period of time, except when it is used to strengthen security or improve the functionality of the Service, or when we are legally obligated to retain it for longer periods.

## Transfer of your Personal Data

Your information, including Personal Data, is processed at the Company's operating offices and in any other places where the parties involved in the processing are located. It means that this information may be transferred to — and maintained on — computers located outside of your state, province, country, or other governmental jurisdiction where the data protection laws may differ from those in your jurisdiction.

Your consent to this Privacy Policy, followed by your submission of such information, represents your agreement to that transfer.

The Company will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Policy, and no transfer of your Personal Data will take place to an organization or a country unless adequate controls are in place, including controls over the security of your data and other personal information.

## Delete your Personal Data

You have the right to request that we delete, or assist you in deleting, the Personal Data we have collected about you.

The Service may allow you to delete certain information about you within the Service.

You may update, amend, or delete your information at any time by signing in to your Account (if you have one) and visiting the account settings section to manage your personal information. You may also contact us to request access to, correct, or delete any personal information that you have provided to Us.

Please note, however, that we may need to retain certain information when we have a legal obligation or lawful basis to do so.

## Disclosure of your Personal Data

Law enforcement

Under certain circumstances, the Company may be required to disclose your Personal Data by law or in response to valid requests from public authorities (e.g., a court or a government agency).

#### Other legal requirements

The Company may disclose your Personal Data in good faith belief that such action is necessary to:

- Comply with a legal obligation
- Protect and defend the rights or property of the Company
- Prevent or investigate possible wrongdoing in connection with the Service
- Protect the personal safety of Users of the Service or the public
- Protect against legal liability

#### Security of your Personal Data

The security of your Personal Data is important to Us, but remember that no method of transmission over the Internet or electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your Personal Data, we cannot guarantee its absolute security.

## Children's Privacy

The service is intended for music teachers and administrators and is not to be used by anyone under the age of 13. However, because the purpose of the Service is to assist in the assessment and recognition of the outstanding achievements of young music students, some personally identifiable information about those students will be entered into the Service by the students' teacher. This information will be limited to only the student's name, age, grade, the school they attend, and the instrument they play or the voice part they sing. Some of this information may be available on public-facing exhibition showcase web pages where students are recognized for their achievements.

## Links to Other Websites

The service may contain links to other websites that are not operated by Us. If you click on a third-party link, you will be directed to that third-party's site. We strongly advise you to review the Privacy Policy of every site you visit.

We have no control over and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services.

## Changes to this Privacy Policy

We may update our Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page.

We will notify you via email and/or a prominent notice on the Service before the change becomes effective, and we will update the "Last updated" date at the top of this Privacy Policy.

You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

## Contact Us

If you have any questions about this Privacy Policy, you can contact us by email at [info@floridaschoolmusic.org](mailto:info@floridaschoolmusic.org) or visit <https://floridaschoolmusic.org/contact/>