	<b>Document Title</b>	NSDL Privacy Policy
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## NSDL Privacy Policy

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### INTRODUCTION

This Privacy Policy describes the data collected by nsdl.org and balances the privacy needs of NSDL users with the library's need for information necessary to provide users with high quality services. Questions about nsdl.org's privacy practices may be addressed by utilizing the *Email NSDL* form found at: <http://nsdl.org/about/contactus/>

### DOMAIN COVERED BY THIS PRIVACY POLICY

The NSDL Privacy Policy covers the nsdl.org domain. If users leave the nsdl.org domain for other sites, including the sites of other NSF-funded NSDL projects, this Privacy Policy will no longer apply. Users are encouraged to be aware of and read the relevant policies on the portals and services they visit.


### GENERAL USE OF INFORMATION

NSDL receives and stores certain types of information whenever you interact with the web site. For example, NSDL maintains web activity log files such as the number of pages requested, time spent on a page, search queries and result sets from search queries, and uses web metrics to record the details of user visits, including pages viewed, type and version of operating system and web browser used, the IP address of the computer you are running on, the Internet domain for your Internet servicer (such as company.com or school.edu), the date and time of the visit, and other data.

NSDL may use this information to diagnose and solve problems with its services, to identify and resolve problems with computer security, and to understand and improve its services. NSDL also extracts and aggregates these data to gauge and improve the effectiveness of the site and its services. In addition, this information is aggregated for statistical purposes and made available publicly, such as in reports or community communications. NSDL does not link this public information to personally identifiable information.

### USE OF HTTP COOKIES

HTTP cookies are small text files that a web site uploads to a user's computer in order to provide the computer with information for subsequent visits. These files allow users whose

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computer accepts cookies to access certain features of the web site more efficiently after the first visit. NSDL uses cookies for purposes of authentication, user tracking, and maintaining user preferences across browser sessions.

Users may set their browser to refuse cookies from nsdl.org. If users choose this option, they may still gain access to most of the services on nsdl.org, but may not be able to save preferences, such as search preferences; access materials requiring a login, such as the Expert Voices blogging environment, or take advantage of other interactive elements offered on nsdl.org.

### **SIGNING UP FOR SERVICES**

If you are asked to provide, and do provide, personal information, NSDL will process such information for specific and limited purposes which we inform you about when we ask you for information (the "Purpose"). For example, we may collect and use personal data to provide you with certain products or services, to enroll you for a conference or seminar that you request, to respond to a question, or to communicate with you for other purposes.


NSDL will not sell, share, or otherwise distribute your personal data to third parties, except that such data may be transferred to third parties who act for or on behalf of NSDL, or in connection with the business of NSDL for further processing in accordance with the Purpose for which the data were originally collected.

### **SECURITY**

NSDL maintains all personal data with technical, administrative, and physical safeguards intended to protect against loss, unauthorized access, destruction, misuse, modification, and improper use. No computer system or information can be completely protected against every possible hazard, but NSDL provides reasonable and appropriate controls to protect personal information against foreseeable hazards.

### **PUBLIC FORUMS**

This site makes bulletin boards and discussion lists available to users. Any information that users post to a public bulletin board, forum, or email list becomes public information. Therefore, you should exercise caution when deciding to disclose your personal information. Unsubscribing from an email list or forum will not remove any name, email address, or information that was part of any previous posting from any archive of these lists or forums. In cases where such information is submitted via any registration process, the information in the public forum will not be removed when the registration is terminated and a user's registration information removed.

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### **POLICY FOR CHILDREN UNDER 13**

Nsdl.org does not knowingly collect personally identifiable information from or about children under age 13. Students are advised to consult with their parents or teachers before giving any personal information online.

In its registration process, NSDL requires users to state if they are less than thirteen years of age. Children under 13 years of age are prohibited from directly registering for any of our services, and user accounts will not be created on nsdl.org for users under thirteen years of age. If we discover that we have received any information from a child under 13, we will delete that information immediately.

### **COMPLIANCE WITH COURT ORDERS**

NSDL may disclose information in response to an official legal request such as a court order or subpoena.

### **MAINTENANCE OF THIS DOCUMENT**

This document has been developed by the NSDL Core Integration staff with review and approval by the NSDL Policy Committee, as of January 18, 2008. NSDL Core Integration is responsible for the maintenance of this document, which will be reviewed and revised as necessary to reflect changes in the capabilities, practices, and procedures of NSDL, and/or on advice of legal counsel.

### **CONTACTS**

For further information or to address specific questions, please utilize the Contact Us form at <http://nsdl.org/about/contactus/>