

Privacy Statement

Introduction

Yale School of Management Executive Education offers online programs in executive management and leadership. We are committed to supporting the privacy of individuals who visit our online program websites (collectively, “Website(s)”) and those who participate in our programs through such Websites. This Privacy Statement explains how we handle and use the personal information we collect about such individuals.

What personal information we collect

We may collect, use, store, and transfer different kinds of personal information about you as described in this Privacy Statement. We collect contact information provided to us by you or, if applicable, your representative company or organization, and any other information you upload or provide to us through the Website(s).

We also maintain information and materials you may have submitted when participating in our program, completing our comments page, registering for Website(s) access, responding to questions in our Website(s), or otherwise communicating with us or others via the Website(s). Any information and materials you may disclose on message boards, in chat rooms, or in other such similar program community areas on the Website(s) may be viewed by others. Please exercise caution when disclosing personal information in these program community areas.

Unless you take steps to browse the internet anonymously, or opt-out, we track web browsing patterns to inform understanding of how our Websites are being used. Generic information is collected through the use of “cookies,” which are text files placed on your computer, and other similar technologies to collect certain non-personal information about your use of our Website(s) to allow us to evaluate usage patterns so that we can improve both content and distribution and to keep track of analytics and certain statistical information.

You may adjust your browser or operating system settings to limit certain tracking or to decline cookies; however, if you do so, you may be unable to access certain areas or use certain features of the site. Check the “Help” menu of your browser or operating system to learn how to delete and/or disable your browser or operating system from receiving cookies or controlling your tracking preferences.

To perform the functions listed above, it may be necessary to share your personal information with third-party service providers with whom we have contracted to perform functions for us. Our service providers are only provided access to your information to the extent necessary for us to fulfill these functions on our behalf and may not use or share your information for any other purposes. We do not, under any circumstances, rent or sell your personal information.

The Websites may contain links to websites of third parties whose information collection and handling practices may differ from ours. If you choose to access these other websites, including without limitation, the websites and applications of our payment processors, you should consult the privacy policies and practices of such sites before accessing and using their sites or services, which we do not control. We are not responsible for the privacy practices of such websites.

Some sections of our Websites use Google Analytics, a web analytics service provided by Google, Inc. Google Analytics uses cookies to help us analyze how users use our Websites. The information generated by the cookie about your use of the Website(s) includes your IP address. This information will be transmitted to and stored by Google on its servers. Google will use this information for the purpose of evaluating your use of the Website(s), compiling reports on website activity, and providing other services relating to Internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. By using the Website(s), you consent to the processing of data about you by Google in the manner and for the purposes set out above.

Please visit the following pages for more information on Google Analytics [terms of use](#) and Google's [privacy practices](#).

How we use your personal information

We use your personal information for a number of purposes, including the performance of contractual obligations with your representative company or organization, if applicable. Specifically, we use your personal information to:

Communicate with you related to your use of the Website(s) and your participation in our programs.

Improve and analyze our programs and Websites.

Send you information about other executive education programs which may be of interest to you.

Provide you with services for which your representative company or organization has contracted with us, including, but not limited to, setting up and managing account profiles, delivering our programs to you, tracking participation and facilitating discussions.

Perform administrative tasks and for internal record keeping purposes.

Create and analyze aggregated (fully anonymized) information about site visitors and users for statistical research purposes in support of our educational mission.

If you have concerns about any of these purposes, please contact us at: somexced.registrar@yale.edu.

When we share your personal information

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The Websites may contain links to websites of third parties whose information collection and handling practices may differ from ours. If you choose to access these other websites, you should consult the privacy policies and practices of such sites before accessing and using their sites or services, which we do not control. We are not responsible for the privacy practices of such websites.

We may access and disclose your information to the extent necessary to satisfy any applicable law, regulation, legal process, or governmental request, or in connection with an investigation on matters related to public safety, as permitted by law, or otherwise as required by law. We may disclose your information to the extent necessary to protect the security of our programs, Websites, and our programs' servers, network systems, and databases. We also may disclose your information as necessary, if we believe that there has been a violation of our Terms of Use (including investigation of potential violations thereof), any other legal document or contract related to our programs or Website(s), or the rights of any third party.

We may access and disclose your information to the extent necessary to detect, prevent, or otherwise address fraud or security issues, or to provide technological support to you.

How your information is stored and secured

We have taken certain administrative, technical, and physical security measures to protect your personal information. Only authenticated users with specific permissions may access the information. We use firewalls and regular monitoring to evaluate any attempts at accessing the systems without permission.

Where we have provided you (or where you have chosen) a password for access to sections of our Websites, you are responsible for keeping this password confidential. We ask that you not share your password with anyone. Even though we do our best to protect your information, the transmission of information via the internet is not completely secure. We therefore cannot guarantee that there will not be any circumvention of any privacy settings or security measures or unauthorized access to your information.

How long we keep your personal information

We consider our relationship with our learning community to be lifelong. This means that we will maintain a record for you until such time as you tell us that you no longer wish us to keep in touch. If you no longer wish to hear from us, we will retain a core set of information about you to fulfill administrative tasks and legal obligations.

Additional information

You may have the right to view, amend, or request that we delete personal information. You can make such a request by sending an email to somexeced.registrar@yale.edu.

We may change this Privacy Statement from time to time. If we make any significant changes in the way we treat your personal information we will make this clear on this Website or by contacting you directly. We recommend that you periodically review this Privacy Statement for any updates and/or changes. Your continued use of the Website(s) after we make changes shall be considered your acceptance of those changes.

This Privacy Statement applies to the Yale School of Management Executive Education online program websites only. Any information you may have shared while visiting other websites of Yale University is subject to the privacy policies and statements applicable to those sites.