

Privacy Policy

Effective Date: August 22, 2024

At Virtual Pilot Institute (VPI), your privacy is of utmost importance to us. We are committed to being transparent about how your personal information is collected, used, and protected. This Privacy Policy outlines how we handle your data when you engage with our flight simulation organization, including our website, Moodle training platform, and Discord communication channels.

1. Data Collection

Personal Identifiable Information (PII) We Collect:

- **Email Address:** Used during registration, linked to your username but not publicly visible.
- **Username:** Used for authentication and visible throughout VPI, including on profiles.
- **Full Name:** Collected for identification purposes, especially in relation to VATSIM, IVAO, or other online flight simulation networks.
- **Discord Username:** Used for communication and community interaction within VPI.
- **VATSIM CID:** Collected for users participating in VATSIM-related activities.
- **IVAO VID:** Collected for users participating in IVAO-related activities.

Data Collection Methods: We collect data directly from you through the following methods:

- **Moodle Platform:** Your data is collected when you use our Moodle-based training and learning platform.
- **Discord:** Your data is collected when you interact with our community on Discord.
- **Website and Cookies:** We collect data through our website via your browser's cookies.

2. Data Usage

Virtual Pilot Institute uses your data to:

- Create and manage your account.
- Provide and improve our training and communication services.
- Facilitate communication via Discord and manage interactions on Moodle.
- Reset passwords.
- Create backup storage of your data.

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3. Data Security

We value your trust in providing us with your personal information. We strive to use commercially acceptable means to protect it. However, no method of transmission over the internet or electronic storage is 100% secure, and we cannot guarantee absolute security.

4. Data Retention

- **Successful Application:** If your application is successful, your data will be retained for the duration of your involvement in training and until you decide to withdraw.
- **Withdrawal:** Upon withdrawal from training, your data will be retained on our servers for up to two weeks. This period allows you time to reconsider and potentially continue your training. After this period, your data will be deleted from our servers unless you request otherwise or unless required for legal or operational reasons.

5. Third-Party Links

Our platform may contain links to other sites. If you click on a third-party link, you will be directed to that site. We strongly advise you to review their Privacy Policy. We have no control over, and assume no responsibility for, the content, privacy policies, or practices of any third-party sites or services.

6. Children's Privacy

VPI does not address anyone under the age of 13. We do not knowingly collect PII from children under 13 years of age. If we discover that a child under 13 has provided us with personal information, we immediately delete it from our servers. If you are a parent or guardian and become aware that your child has provided us with personal information, please contact us at privacy@virtualpilotinstitute.org

7. GDPR Compliance and Data Protection Rights

Under the General Data Protection Regulation (GDPR), you have the following rights regarding your personal data:

- **Right to Access:** Request copies of your personal data.
- **Right to Rectification:** Request correction of any inaccurate or incomplete data.
- **Right to Erasure:** Request deletion of your personal data under certain conditions.
- **Right to Restrict Processing:** Request restriction of processing under certain conditions.
- **Right to Object to Processing:** Object to the processing of your personal data under certain conditions.
- **Right to Data Portability:** Request transfer of your data directly to you.

8. Policy Updates

We may update our Privacy Policy from time to time. We advise you to review this page periodically for any changes. Notifications of updates will be posted on this page.

9. Contact Us

For any questions regarding this Privacy Policy or to exercise your GDPR rights, please contact us at privacy@virtualpilotinstitute.org