

GUMUN INSTITUTE

A Program of the Georgetown International Relations Association (GIRA)

Privacy Policy

Effective Date: July 7, 2026 | Last Updated: July 7, 2026

The GUMUN Institute (“we,” “us,” or “our”), a program of the Georgetown International Relations Association (GIRA), operates institute.modelun.org (the “Site”) and administers a virtual training camp (the “Camp”) for high school and college-age participants. This Privacy Policy explains what personal information we collect, how we use it, who we share it with, and the choices and rights available to you.

By using our Site or registering for the Camp, you agree to this Privacy Policy. If you do not agree, please do not use the Site or register for the Camp.

Note for parents/guardians: Many of our participants are high school students who are minors. If you are a parent or guardian, this Policy explains what information we collect about your student and about you, and how to contact us with questions or requests.

Statement of Non-Affiliation

The GUMUN Institute is unaffiliated with Georgetown University.

Additionally, though the Institute is part of GIRA alongside NAIMUN, the GUMUN Institute does not share or exchange information about participants with other programs such as NAIMUN. Both programs operate completely separately.

1. Information We Collect

a) Registration information (participants):

- Name and email address
- Age/grade level and school affiliation
- Any information you provide in registration forms (e.g., program preferences, prior experience)

b) Parent/guardian information:

- For participants who are minors, we collect a parent or guardian's name and email address, for consent and communication purposes.

c) Payment information:

Camp tuition/fees are processed through Stripe, our third-party payment processor. We do not receive or store full card numbers, CVVs, or expiration dates — Stripe handles this in compliance with PCI-DSS standards. We receive limited transaction information (amount, status, last four digits of the card) for our records.

Stripe's privacy practices are described at stripe.com/privacy.

d) Virtual session information:

Since the Camp is conducted virtually via Zoom, your name, email address, and video/audio during live sessions are processed through Zoom. Sessions may be recorded for internal quality, training, or make-up purposes; if so, we will notify participants in advance.

Zoom's data practices are described in the [Zoom Privacy Statement](#).

e) Website information:

Because our Site is hosted on Squarespace, Squarespace automatically collects certain technical data on our behalf when you visit the Site, including IP address, browser type, device type, and pages viewed, used for operating the Site and basic traffic analytics (Squarespace Analytics). Squarespace also sets cookies necessary for the Site and checkout to function.

f) Marketing emails:

If you (or a parent/guardian) opt in to program updates or marketing emails, we send these using Yet Another Mail Merge (YAMM), which operates through Google Sheets and Gmail. Your email address (and name, if provided) is stored in a Google Sheet accessible to our staff and processed by YAMM/Google to send and track these emails.

Google's practices are described in the [Google Privacy Policy](#).

We currently do not use analytics or advertising tools such as Google Analytics, Meta Pixel, or TikTok Pixel. If this changes, we will update this Policy accordingly.

We do not intentionally collect sensitive information (e.g., health/medical details, government ID numbers) unless voluntarily provided, for example in response to an accommodations request.

2. How We Use Your Information

We use the information we collect to:

- Register participants for the Camp and communicate with participants and parents/guardians about schedules, logistics, and program updates
- Process tuition/fee payments
- Conduct virtual sessions and, where applicable, provide recordings to registered participants
- Verify parental consent for minor participants
- Respond to questions, accommodation requests, or concerns
- Send program updates or marketing emails, if opted in
- Improve our Site and programming
- Comply with legal and administrative obligations

We do not use participant information for automated decision-making that produces legal or similarly significant effects.

3. How We Share Your Information

We do not sell personal information. We share it only as follows:

Who	What they receive	Purpose
Squarespace	Site traffic data, registration/checkout data	Operating the Site
Stripe	Payment card details, transaction amount	Processing tuition/fee payments
Zoom	Name, email, video/audio during sessions	Hosting virtual Camp sessions
Google / YAMM	Email address, name (if provided)	Sending program/marketing emails, if opted in
GIRA staff/instructors	Registration and session information	Running and staffing the Camp
Legal authorities	Relevant information, only if legally compelled	Compliance with law or valid legal process

If our program is restructured, merged, or transferred to a new organizational home, participant information may be transferred as part of that transition, subject to this Policy (or a successor policy).

4. Minors' Privacy

Because many Camp participants are high school students under 18:

- We collect parent/guardian contact information specifically to obtain consent and maintain a point of contact separate from the minor participant.
- We limit collection from minor participants to what is reasonably necessary for registration and participation in the Camp.
- Parents/guardians may contact us at any time (Section 9) to review, correct, or request deletion of their student's information, or to withdraw consent for participation.
- We do not knowingly collect personal information from children under 13. If the Camp is ever opened to younger participants, this Policy will be updated with additional safeguards as required by applicable law (e.g., COPPA).

5. Data Retention

- Registration and payment records: Retained for as long as needed to administer the Camp and for the period required by applicable tax/accounting law (commonly 5–7 years).

- Zoom recordings (if made): Retained only as long as needed for the stated purpose (e.g., make-up sessions), then deleted.
- Marketing email list: Retained until the participant or parent/guardian unsubscribes or requests removal.

6. Your Choices

- Marketing emails: Every email includes an unsubscribe option, or you can contact us directly.
- Cookies: Manageable through your browser settings (see Section 7).
- Access, correction, or deletion: Participants (or, for minors, their parent/guardian) can request a copy of, correction to, or deletion of registration information by contacting us (Section 9).

7. Cookies

Squarespace sets cookies necessary for the Site and registration/checkout process to function, including for session security and basic, aggregated traffic analytics. We do not currently use third-party advertising or tracking cookies. If this changes, we will update this Policy and request consent via a cookie banner where required by law.

8. Your Privacy Rights

Depending on where you (or your student) live, applicable law may give you rights such as:

- The right to know what personal information we hold
- The right to request correction or deletion
- The right to opt out of marketing communications
- The right to lodge a complaint with a data protection authority

This may include rights under U.S. state privacy laws (e.g., California's CCPA/CPRA), Canada's PIPEDA, Brazil's LGPD, and similar laws in other countries across North and South America, where our participants are based.

To exercise these rights, contact us using the details in Section 9. We will verify the request (including, for minors, verifying the requester is a parent/guardian) and respond within the timeframe required by applicable law.

9. Contact Us

If you have questions about this Privacy Policy, or want to exercise privacy rights on behalf of yourself or your student, contact us at:

GUMUN Institute (Georgetown International Relations Association)

Email: [Insert Contact Email]

Address: [Insert Business Address]

10. Data Security

We rely on the security measures built into the platforms we use — Squarespace's hosting, Stripe's PCI-DSS-compliant payment processing, and Zoom's security features — along with reasonable precautions on our end, such as limiting staff access to registration data. No method of storage or transmission is completely secure, and we cannot guarantee absolute security.

11. International Participants

Our Camp serves participants across North and South America. Your information may be transferred to and processed in a country other than your own — including the United States, where Squarespace, Stripe, Zoom, and Google host their services. By registering, you (or your parent/guardian) consent to this transfer.

12. Changes to This Policy

We may update this Privacy Policy as our program, tools, or legal obligations change. We will post the revised version here with an updated “Last Updated” date, and for material changes affecting current registrants, we will notify participants or parents/guardians directly.