SAGE - Privacy Policy

Effective Date: March 13th, 2025
Last Updated: March 13th, 2025

1. Introduction

This Privacy Policy describes how **SAGE, developed by ACM Development at The University of Texas at Dallas (UTD),** collects, uses, and protects your personal information. By using SAGE, you agree to the collection and use of information as described below.

2. Information We Collect

We collect the following types of data:

a) User-Provided Data

- Name and email (for authentication)
- Transcript uploads (if provided by the user)
    - utd id
    - name
    - programs (majors, minors, etc.)
    - gpa
    - credits (including transfer credits)
    - courses (per semester)
        - course code
        - course name
        - credits earned
        - grade
- Degree plan preferences and advising queries

b) System-Generated Data

- **Interaction logs** (to improve AI responses)
- **Usage analytics** (to optimize service performance)

SAGE **does not store any other information from transcripts or the transcripts themselves.** The aforementioned data is scraped once and the transcript is discarded.

3. How We Use Your Data

We use collected data to:

- **Personalize** advising recommendations based on your academic history
- **Generate** degree plans and class suggestions

- **Improve** AI accuracy by refining advising responses
- **Ensure** compliance with platform policies

SAGE **does not sell or share** your personal data with third-party advertisers.

4. Data Storage and Security

- Data is stored securely on **AWS servers** with **encryption**.
- Access to your data is restricted to authorized ACM Development Officials only.
- We implement industry-standard **security measures** to protect against unauthorized access or data breaches.

5. Data Retention Policy

Your data is retained for **active use** unless you:

- **Request deletion** via email

6. User Rights & Data Control

You have the following rights regarding your data:

- **Right to Access**: Request a copy of your stored data
- **Right to Correction**: Update incorrect academic information
- **Right to Deletion**: Request complete removal of your data

To exercise these rights, email **development@acmutd.co** with your request.

7. AI Data Processing Disclaimer

SAGE uses AI to analyze student transcripts and advising queries.

- AI-generated responses **may not always be accurate**
- User data is **not used** to train external machine learning models
- AI chat logs may be **reviewed internally** to improve accuracy

8. Cookies & Tracking Technologies

- SAGE **does not use tracking cookies** for advertising.
- Basic **session cookies** are used for authentication and improved user experience.

9. Third-Party Services

SAGE integrates with:

- **AWS (Amazon Web Services)** for cloud hosting
- **UTD public advising resources** for degree plan recommendations

We do not share data with **third-party marketing firms** or external organizations.

10. Changes to This Privacy Policy

We may update this Privacy Policy periodically. Users will be notified via:

- **Email notifications**
- **Platform announcement banners**

11. Contact Information

For privacy-related concerns, contact us at:
development@acmutd.co