**Privacy and Data Protection Policy (GDPR)**
**The International Myopraktikk Organization (TIMO)**
*Last updated: 25 April 2026*

**Introduction**
The International Myopraktikk Organization (TIMO) follows the EU General Data Protection Regulation (GDPR) in handling personal information related to students, teachers, license holders, members and professional collaborators. We collect only information necessary for legitimate educational, professional and administrative purposes, and we do not sell or share personal data for commercial use.

**What information may be processed**
Depending on the relationship with TIMO, we may process:
- Contact details
- Student and educational records
- License and membership-related information
- Administrative communication
- Academic documentation such as assignments or final projects

No sensitive health data is collected or stored through TIMO's educational activities.

**Purpose of processing**
Personal data is processed only for legitimate purposes related to:
- Administration of education and examinations
- Issuing diplomas and maintaining license records
- Maintenance of professional membership and public listing of licensed myopraktors
- Academic communication, publication-related activities and quality assurance
- Necessary organizational administration

**Storage and security**
Learning-related activity is handled through Canvas.
Student records and administrative documentation are stored in Proton Drive.
Access to personal data is limited to authorized administration and relevant teachers when needed.
Reasonable technical and organizational safeguards are used to protect personal information.

**Data retention**
Personal data is retained only as long as necessary for educational, legal or administrative purposes.
Academic documentation such as diplomas and final projects may be retained as part of permanent educational records.

**Images and quotations**
Images, quotations or related material may occasionally be used in educational or professional contexts only in neutral and respectful ways.
Students, members and collaborators may opt out of outward-facing use of such material at any time by contacting TIMO.

**Your rights**
Under the GDPR you may request:
- Access to your personal data
- Correction of inaccurate information
- Deletion where applicable
- Restriction or objection to processing

Requests may be directed to the contact below.

**Contact**
**Data Controller**
Stig Runar Hopen
The International Myopraktikk Organization (TIMO)
Email: stig-runar@hopenmuskelterapi.no
Website: myopraktikk.org