Schooligio.ai – Data Processing Agreement (DPA) Template

Effective Date: _____

Between:

Controller: [Insert School/Institution Name], [School Address]

Processor: Schooligio.ai, operated by [Your Legal Entity Name], [Your Address]

1. Purpose

This DPA governs the processing of personal data by the Processor on behalf of the Controller in connection with the provision of Schooligio.ai's platform. The Processor shall process data only according to this DPA, the Controller's instructions, and applicable laws including FERPA, GDPR, and COPPA.

2. Definitions

Personal Data: Any information relating to an identified or identifiable person, including student, parent, or staff data.
Processing: Any operation performed on personal data.
Subprocessor: A third party engaged by the Processor to process personal data.

3. Data Processing Obligations

Process only per Controller's documented instructions.
No selling or advertising use of personal data.
Confidentiality obligations for all personnel.
Security measures including encryption (AES-256, TLS 1.2+), RBAC, and MFA.
Segregation of client data.

4. Subprocessing

Subprocessors (e.g., AWS, Bubble.io) only with Controller's consent.
Maintain list of approved Subprocessors and notify Controller of changes.
Bind Subprocessors to equivalent protections.

5. Data Subject Rights

Assist Controller in responding to FERPA and GDPR requests.
Process within timelines (GDPR: 30 days, FERPA: 45 days).

6. Security Incidents

Notify Controller without undue delay (within 72 hours for GDPR).
Include breach nature, scope, affected categories, and mitigation steps.

7. Data Retention & Deletion

Delete or return data within 30 days after termination unless retention is required by law.
Destroy backups within 90 days.

8. International Transfers

Transfers outside jurisdiction subject to safeguards (e.g., SCCs).

9. Audit Rights

Provide compliance evidence, certifications, and audit summaries.
Allow reasonable on-site or remote audits with confidentiality protections.

10. Governing Law

Governed by laws of [Insert Jurisdiction] unless otherwise required by data protection laws.

11. Signatures

For the Controller (School)	For the Processor (Schooligio.ai)
Name: _____	Name: _____
Title: _____	Title: _____
Signature: _____	Signature: _____
Date: _____	Date: _____