

Membership of the Association of MBAs

Terms and Conditions

Business Code

The Association of MBAs has a simple code of business which individuals accept as part of membership. Members agree to the following terms and conditions:

- **Products and services provided by the Association of MBAs must be used to assist personal development and individual member to member networking only.**
- **Members must refrain from the harvesting of members' contact information for the formation of unauthorised mailing lists**
- Members should avoid overt selling to other members events or through other means such as email or telephone spamming
- The unauthorised use of the Association of MBAs logo by individual members is prohibited at this time.
- Any information or materials provided by the Association of MBAs for restricted use by its members must not be shared with any third parties
- Member passwords and access codes to password protected areas of the Association of MBAs website are strictly for the use of the individuals to which they were issued. They may not be shared with any third party or unauthorised person.

Privacy Policy

The Association of MBAs will record your basic business and personal contact details when you register. We use this information to understand your requirements and to inform you about our products and services and very occasionally products and services from third parties which we deem to be relevant or with whom we have service agreements.

The Association of MBAs is registered with the United Kingdom's Data Protection Act. All the data you supply to the Association, plus additional data relating to your subscription payments and your membership is held and processed electronically. If you cease your membership of the Association we will continue to hold your data. This measure is taken to ensure we do not invite you to join, should you resign from membership. It also facilitates the registration of those who wish to rejoin after a lapsed period. Some of this data will, after seven years, be placed in our archived records.

The Association of MBAs will not sell your personal data, but may on occasion rent out its mailing list to organisations offering goods or services considered to be of benefit to our members, such as executive search companies or major management publications. These sales are strictly monitored, but if you object to such use, please inform the Association so that your details are not rented out in this way.

Please also be aware that by entering your personal details into the CareerWorld database, you are consenting to being contacted by other organisations.

Where we pass your data to others for purposes such as these, or to enable us to meet our obligations to you (for example, sending you *Ambition* magazine), it is always under a contract which prohibits the data from being used for any other purpose than that for which it was released, and which requests the data to be destroyed after use.

Your name, contact details and other relevant details will be shared with other members via the Members' Address Book (hardcopy and online versions) for networking activities or to form special interest groups. You can edit your profile details at any time by logging in to the secure area on our website, www.mbaworld.com.

The Data Protection Act gives you the right at any time to see a copy of all the data which we hold about you. If you would like a copy, please send a letter requesting this information together with a cheque for £10 payable to the Association of MBAs; Membership Services Manager, Association of MBAs, 25 Hosier Lane, London, EC1A 9LQ.

If at any time you believe that the Association of MBAs has not adhered to the principles set out above, please notify us by email to membership@mbaworld.com

Any complaints of member conduct or breaches of the terms and conditions set out above should be addressed in writing to the Membership Services Manager. All complaints will be investigated and any use constituting an abuse of these regulations could result in termination of membership of the Association.

Cancellation of membership

You may cancel your membership of the Association of MBAs at any point. Please note that the Association of MBAs does not issue full or partial refunds on membership, and reserves the right to charge an administration fee for payments made to the Association in error by members.