

## **Terms of Membership of Methody Collegians (including Friends of MCB) and Use of the Association Website**

Methody Collegians ('The Association') operate a 'website', ([www.methodycollegians.org](http://www.methodycollegians.org)), and, along with Methodist College Belfast Alumni Relations Office ('MCB Alumni Office'), maintain a database of contacts in order to stay in touch with, and provide updates on, Methodist College Belfast ('The College'), alumni news, events, opportunities to volunteer at the College, fundraising activities etc.

Visitors to the website can choose to join the Association or online community under the various Membership Categories, either as Methody Collegians (Former Pupils, Current and Former Members of Staff and Board of Governors of the College) or as Friends of MCB (donors, friends and supporters). They do so by registering on the website and creating an online profile.

These 'Terms of Membership and Use of the Website' are intended for those with a valid Membership of Methody Collegians (including Friends of MCB) as well as for all visitors to the website. They set out the various Membership Categories and associated rules, requirements and consent to your personal information being collected. They also explain the access to Member Only data and should be read in conjunction with the Methody Collegians Privacy Policy.

### **Changes to these Terms**

The Association reserves the right to revise these Terms at any time. We shall reasonably attempt to notify you of any changes by advertising this on the website or contacting you directly with the information. Any changes made shall have immediate effect upon being posted to this website, and your continuing use of our website constitutes your acceptance of such amended Terms Membership and Use of the Association website.

### **MEMBERSHIP CATEGORIES**

#### **Standard Membership**

For Former Pupils, current and former Members of Teaching Staff and current and former Members of the Board of Governors, (all of whom are known as Collegians). Membership will commence on payment of annual membership levy.

#### **Student Membership**

Membership for Collegians who are in full time study. These Members have the same rights and responsibilities as Standard Members but their Membership levy is discounted. Membership will commence payment of annual membership levy.

### **College Leaver Membership**

Membership plan available to those Collegians who have left MCB in the previous academic year. These Members have the same rights and responsibilities as Standard Members but their Membership levy is covered by the College. Membership will commence after the Leaver's Ceremony at which point the College Leaver will be registered on the Membership Database and invited to set up an online account, or alternatively, at a later date when a College Leaver Membership form is submitted via the website.

### **Lifetime Membership**

Life members shall comprise those elected as life members to the former MCB Old Boys' Association prior to 12<sup>th</sup> March 1971 and those elected as life members to the former MCB Old Girls' Association prior to 9<sup>th</sup> October 1972. Such life members shall pay only an annual postal levy which shall be determined by the Council, so as to entitle them to notification of all Association meetings and events. These Members shall have the same rights and responsibilities as Standard Members.

### **Friends of MCB Membership**

For Non-Collegians to receive news, information on events, and opportunities to support the College via the Alumni Relations Office. This membership category has no associated membership fee and has no access to Member Directories.

## **RULES OF MEMBERSHIP**

### **Annual Membership Fees**

Annual Membership Fees for the various Membership Categories are set by the Methody Collegians Council and are due each year on the anniversary of your joining date. We keep our Membership Fees to a minimum each year. They are used to cover administrative costs such as this database and postage. Any surplus funds are used to support projects within the College and such donations will be shared in our newsletters and on social media.

Lapsed Memberships will lose access to the Member Only content and Member Directories on the Association website.

Membership subscriptions are not transferrable under any circumstances.

### **Membership Database**

This database is designed to help you to connect and engage with Methody Collegians, wherever you are in the world.

It offers an expanding range of functions including:

- Managing your preferences to forms of communications;

- Providing details to a tailored range of Methody Collegians and College events including reunions, job fairs, networking and cultural events;
- Updating you on our fundraising activities, how you can support the College, and the impact of your support;
- Facilitating the connection with other alumni by securely providing limited contact details for those with similar interests or who fall into similar categories such as year groups; and
- Enabling you to keep your data up to date.

When signing up for Membership of Methody Collegians you are agreeing to your data being collected and processed in line with our Privacy Policy. The Association may contact a member if it requires any clarification/further information on any of the details furnished during the registration process.

When completing a Membership Application Form you will be asked to provide personal information and to confirm that you will appear in the Member Directories.

Your Name (including former surname if applicable) and email address will then be visible in Member Directories.

Home addresses, phone numbers and Date of Birth will be hidden from Member Directories and only available to Administrators.

Other information such as Job Title, University Attended or Course of Study, Current Hometown etc will be made available as Search Fields in Member Directories but will not be visible alongside your full profile.

The information in Member Directories is for personal use only and must not be shared with any third party. Only Former Pupils and current and former Teachers and Members of the Board of Governors are eligible to have access to Member Directories and they must declare adherence to these Terms before being granted such access.

Please note, this is a new database. If you have previously registered on the alumni section of the Methodist College website or completed a 'Keeping in Touch' form, this data has not been migrated. We would therefore ask you visit the 'Join Now' section of the website and complete the form for the relevant membership category.

## **Your account and password**

When you register as a Member of Methody Collegians or as a Friend of MCB, you will create a login email address and choose a password as part of our security procedures.

Each registration is for a single user only. The Association does not permit you to share your user name and password with any other person nor with multiple users on a network. Responsibility for the security of any passwords rests with you. If you know or suspect that anyone other than you knows your login password, you must promptly notify us at [info@methodycollegians.org](mailto:info@methodycollegians.org).

We have the right to disable any email address or password, at any time, if in our reasonable opinion, you have failed to comply with any of the provisions of these Terms.

## **USE OF THE WEBSITE**

### **About us**

This website is operated by Methody Collegians.

You are able to contact us in relation to our website at [info@methodycollegians.org](mailto:info@methodycollegians.org) or via the "Contact Us" form at the bottom of the website, or write to us at, Methody Collegians, c/o Methodist College Belfast, 1 Malone Road, Belfast, BT9 6BY.

### **Changes to our website**

We may update our website and/or change the content at any time. However, we do not guarantee that our website, or any content on it, will be free from errors or omissions. Any of the content on our website may be out of date at any given time, and we are under no obligation to update it. The content of its pages is for your general information and use only. It is subject to change without notice.

### **Accessing our website**

The majority of the content on our website is made available free of charge. Access to 'Member Only' content is available to those with a valid Membership Subscription.

We do not guarantee that our website, or any content on it, will always be available or be uninterrupted. Access to our website is permitted on a temporary basis. We may suspend, withdraw, discontinue, and/or change all or any part of our website without notice. We will not be liable to you if for any reason our website is unavailable at any time or for any period.

You are responsible for making all arrangements necessary for you to have access to our website. You are also responsible for ensuring that all persons who access our website through your internet connection are aware of these 'Terms of Membership and Use of the Website' and other applicable policies, and that they comply with them.

You may print off and may download extracts, of any page(s) from our website for your personal use, and you may draw the attention of others to content posted on our website. You must not modify the paper or digital copies of any materials you have printed off or downloaded in any way, and you must not use any illustrations, photographs, video or audio sequences, and/or any graphics provided on our website separately from any accompanying text.

No part of this website or the information available upon it (including, without limitation, other Users' email addresses) may be reproduced or stored in any other website or included in any public or private electronic retrieval system.

You may not send or otherwise post unauthorised commercial information on [www.methodycollegians.org](http://www.methodycollegians.org), nor may you use information provided on the website to engage in any type of marketing or commercial activity.

The Association reserves the right to remove any information or User accounts or block access to [www.methodycollegians.org](http://www.methodycollegians.org) for any infringement of these Terms.

### **No reliance on information**

The content on our website is provided for general information only. It is not intended to amount to advice on which you should rely.

Neither we, nor any third parties provide any warranty or guarantee as to the accuracy, timeliness, performance, completeness or suitability of the information and materials found or offered on this website for any particular purpose, nor do we endorse any products or services mentioned on the website. You acknowledge that such information and materials may contain inaccuracies or errors and we expressly exclude liability for any such inaccuracies or errors to the fullest extent permitted by law.

Although we make reasonable efforts to update the information on our website, we make no representations, warranties or guarantees, whether express or implied that the content on our website is accurate, complete, or up-to-date.

We have the right to remove any posting made on our website for any reason, including where, in our opinion, the post is obscene, offensive, and/or infringes on third party intellectual property rights.

We will not be responsible, or liable to any third party, for the content or accuracy of any content posted by you or any other user of our website.

The views expressed by other users on our website do not represent our views or values.

### **Viruses**

We do not guarantee that our website will be free from bugs or viruses. You are responsible

for configuring your information technology, computer programmes and platform in order to access our website. You should use your own, up-to-date virus protection software.

You must not misuse our website by knowingly introducing viruses, and/or other material which is malicious or technologically harmful. You must not attempt to gain unauthorised access to our website, the server on which our website is stored, or any server, computer, or database connected to our website.

### **Linking to our website**

You may link to our home page, provided you do so in a way that is fair and legal and does not damage our reputation or take advantage of it.

You must not establish a link in such a way as to suggest any form of association, approval, or endorsement on our part where none exists. You must not establish a link to our website in any website that is not owned by you. We reserve the right to withdraw linking permission without notice.

If you wish to make any use of content on our website other than that set out above, please contact us using the details set out in the "About Us" section of these Terms.

### **MEMBER DECLARATION**

***By registering for Methody Collegians membership, you are confirming that you accept that your personal information given to us will be processed in accordance with data protection legislation. In addition, as you will be gaining access to Member Only content and Member Directories, you are declaring that you accept that this information is for personal use only and that you will not share it with any third party.***

***By registering as a Friend of MCB, you are confirming that you accept that your personal information given to us will be processed in accordance with data protection legislation.***

***By registering as either a Methody Collegian or a Friend of MCB, you are declaring that you accept and will abide by these Terms of Membership and Use of the Website.***