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Hartford, CT 06105  
(860) 622-2224  
[www.ct.gov/ctedtech](http://www.ct.gov/ctedtech)

Districts may use the sample e-mail below to encourage provider compliance with Connecticut's data privacy law. For more information about the law and compliance, visit [www.CT.gov/EdTech](http://www.CT.gov/EdTech).

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Dear [PROVIDER NAME],

In light of the Coronavirus outbreak and shift to remote learning, Connecticut has recently made it easier for companies like [PROVIDER NAME] to comply with our state privacy laws and for teachers to use [PROVIDER PRODUCT NAME(S)]. Now, rather than executing individual (district-level) contracts, you can digitally sign the [Connecticut Student Data Privacy Pledge](#) as an assurance that your terms comply with our law. You can sign the pledge immediately by following the steps in this brief tutorial: <https://youtu.be/ny6m3hMu0SU>.

Teachers in [YOUR DISTRICT] would like to start using [PROVIDER PRODUCT(S)] today, so I encourage you to sign the Pledge. To learn more and take the next steps, please see the tutorial above as well as the in-depth resources available from the Connecticut Commission for Educational Technology:

<https://portal.ct.gov/DAS/CTEdTech/Commission-for-Educational-Technology/Initiatives/Student-Data-Privacy#contractors>

If you have any questions about the process, email [doug.casey@ct.gov](mailto:doug.casey@ct.gov).

Regards,

[YOUR NAME]