

# Canva

<b>Part 1</b>	
<b>Resource Type (Digital or Application)</b>	Digital
<b>Application/Software Title (with links)</b>	Canva <a href="https://www.canva.com/">https://www.canva.com/</a>
<b>Developer/Vendor</b>	Canva
<b>Privacy Policy, Terms of Use (Links)</b>	<a href="https://www.canva.com/policies/privacy-policy/">https://www.canva.com/policies/privacy-policy/</a> <a href="https://www.canva.com/policies/terms-of-use/">https://www.canva.com/policies/terms-of-use/</a>
<b>Description of Application and its Educational Value (Refer to “About Us” page, if applicable)</b> <i>What is the initiative? Describe your initiative in enough detail that a reader who knows nothing about your work will understand the purpose of your initiative and who your partners and other stakeholders are. Describe what you’re doing, how it works, who is involved and when or how long your initiative runs.</i>	<b>Canva</b> is a graphic design and publishing platform for K–12 teachers and students. This supports digital literacy, creativity, and communication skills by giving students and educators access to professional-quality design tools in a secure, education-focused environment.
<b>Part 2</b>	
<b>Is this initiative a data-linking program under FOIPPA?</b> <i>If yes, this PPIA must be submitted to the Office of the Information and Privacy Commissioner (OIPC). A <a href="#">data linking program</a> is when multiple distinct data sets are used in conjunction with each other. (E.g. MyED information used in School Messenger)</i>	No
<b>Is this initiative a common or integrated program or activity (CIPA)?</b> <i>If yes, this PPIA must be submitted to the Office of the Information and Privacy Commissioner (OIPC). A <a href="#">CIPA</a> is a program or activity that provides one or more services through a public body either working collaboratively or on behalf of other public bodies or agencies.</i>	No
<b>What <a href="#">Personal Information (PI)</a> is involved?</b> <i>List all the PI elements that will be collected, used, and/or stored through the use of this app by (but not limited to): students, staff, parents, and vendors, even unintentionally. If the answer is ‘none’, then skip to PART 5 and submit this PPIA to the Privacy Officer for completion.</i>	<ul style="list-style-type: none"> <li>• <b>Student Information</b> <ul style="list-style-type: none"> <li>◦ Full name</li> <li>◦ School-issued email address</li> <li>◦ Grade level (if used for class grouping)</li> <li>◦ Classroom/teacher assignment</li> <li>◦ Canva account credentials</li> <li>◦ User-generated content (e.g., designs, projects, images, videos, text)</li> <li>◦ Class/team participation and activity logs</li> <li>◦ Usage data (e.g., time spent on platform, design history, interactions)</li> <li>◦ IP address and device/browser information</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>◦ Communications with teachers or peers within Canva</li> <li>◦ Feedback or responses within the Canva platform</li> <li>• <b>Teacher/staff Information</b> <ul style="list-style-type: none"> <li>◦ Full name</li> <li>◦ School email address</li> <li>◦ Canva account credentials</li> <li>◦ Uploaded content and materials</li> <li>◦ Class rosters and assignments</li> <li>◦ Usage logs (login activity, resource sharing)</li> <li>◦ IP address and device/browser information</li> </ul> </li> <li>• <b>Metadata / Technical Information</b> <ul style="list-style-type: none"> <li>◦ Login timestamps</li> <li>◦ File names and formats</li> <li>◦ Browser type, OS, and device info</li> <li>◦ General location data (e.g., country or region from IP)</li> </ul> </li> </ul>
<b>Use / Collection</b> <i>What is the PI used for (purpose)?  Will the PI be used to make decisions that directly affect individuals? Does the vendor/provider use collected PI for other purposes, e.g., to advertise its services to students, teachers or parents?</i>	<ul style="list-style-type: none"> <li>• Student creates or uploads classroom-related content (e.g., designs, posters, videos).</li> <li>• Teachers view, comment on, or grade student work within the Canva platform</li> <li>• When students no longer require access to Canva for Education to support learning, teachers or administrators request deletion of their accounts and related data from Canva's servers.</li> <li>• Teacher registers for Canva for Education using a school-issued email address.</li> <li>• Student accesses Canva for Education via teacher invitation or SSO using school-provided credentials.</li> <li>• Canva creates a student user profile linked to the classroom/teacher account.</li> </ul>
<b>Disclosure</b> <i>Who will/might access the PI?  How might the vendor/provider share the collected PI? What disclosure to 3rd parties might occur (which 3rd parties) and the type of PI being disclosed/shared. How might disclosed PI be used (see above)?</i>	<ul style="list-style-type: none"> <li>• Canva stores user data (e.g., email address, content, usage metadata) on cloud servers.</li> <li>• Canva support staff may access data to resolve technical issues or provide customer support.</li> <li>• Authorized sub-processors, including those providing AI functionality, may process personal information within the system outside of Canada strictly for the purposes of delivering Canva for Education services.</li> <li>• Canva does not sell PI and restricts advertising for Canva for Education users.</li> </ul>

<p><b>Security</b> <i>Describe the measures put in place, including those implemented internally and by the provider, to secure the PI and to prevent unauthorized access to the PI. Describe the technical and physical measures in place to protect the PI.</i></p>	<ul style="list-style-type: none"> <li>• Canva uses encryption, access controls, secure authentication, and monitoring systems to protect PI from unauthorized access and misuse.</li> <li>• Access to PI is role-based and limited to authorized staff; Canva uses AWS's secure data centers, conducts regular audits, penetration tests, logging, and incident response, and maintains backups and availability monitoring.</li> <li>• Users can manage privacy settings, opt out of AI training, and rely on Canva's incident response protocols and legal compliance commitments to safeguard their data.</li> </ul>
<p><b>Part 3</b></p>	
<p><b>Will any PI be stored outside Canada?</b> <i>Yes or No. If No, skip to PART 4</i></p>	<p>Yes</p>
<p><b>Is any of the PI 'sensitive'?</b> <i>Click on link above to determine if PI is considered sensitive</i></p>	<p>Yes</p>
<p><b>Where is the PI being stored?</b> <i>Where, what regions are the PI being stored in, including backups. What hosting providers are being used?</i></p>	<p>Personal information collected through Canva for Education is stored by Canva on cloud infrastructure provided by third-party service providers, including Amazon Web Services (AWS).</p> <p>According to Canva's Privacy Policy and Trust Center, personal information is stored in a number of countries, including but not limited to:</p> <ul style="list-style-type: none"> <li>• The United States</li> <li>• Australia</li> <li>• The Philippines</li> <li>• New Zealand</li> <li>• Singapore</li> <li>• The United Kingdom</li> </ul>
<p><b>Part 4</b></p>	
<p><b>Ownership and Retention of PI</b> <i>Who owns the PI, according to applicable contracts/agreements. Describe the provisions, controls and guarantees in place on the retention of PI: storage before expiry, backups, destruction/deletion of PI</i></p>	<ul style="list-style-type: none"> <li>• Users retain ownership of their personal information (PI) and any content they upload or create. Canva acts as a data processor for enterprise and education accounts and does not claim ownership of user-generated designs or PI.</li> <li>• Canva maintains geographically separated backups, and deleted content is moved to a Trash folder for up to 30 days before permanent deletion.</li> <li>• Users can request data removal via <a href="#">Canva's Help Center</a> or by contacting <a href="mailto:privacy@canva.com">privacy@canva.com</a>.</li> </ul>
<p><b>Accuracy of PI</b> <i>Describe the provisions that allow individuals to request corrections to their PI held within the application/service</i></p>	<ul style="list-style-type: none"> <li>• Users can update or correct their PI (e.g., email address, username) directly within their account settings.</li> </ul>

	<ul style="list-style-type: none"> <li>Users can request corrections or updates to their personal data via <a href="#">Canva's Help Center</a> or by contacting <a href="mailto:privacy@canva.com">privacy@canva.com</a>.</li> </ul>
<b>Part 5</b>	
<b>Recommendation</b> <i>Recommendation for <b>Approval</b>, <b>Abeyance/Suspension</b> (pending further review) or <b>Rejection</b>, based on a review and assessment of Privacy Risk. For an approval, provide any applicable conditions of use and/or other risk mitigation measures advised to achieve an acceptable level of privacy risk</i>	Approved.
<b>PIA Version</b>	1.0
<b>Date Created</b>	07 July 2025
<b>References</b>	<a href="#">K-12 Evaluated Resource Collection   Focused Education</a> <a href="https://www.canva.com/security/">https://www.canva.com/security/</a>