Privacy Policy

This Privacy Policy governs the manner in which Connect For Education, Inc. collects, uses, maintains and discloses information collected from users (each, a "User") of the connect4education.com website ("Site") and/or Courses ("Course Content") at c4elink.org. This privacy policy applies to the Site and all products and services offered by Connect For Education, Inc.

Personal Identification Information

We may collect personal identification information from Users in a variety of ways, including, but not limited to, when Users visit our site, place an order, subscribe to the newsletter, respond to a survey, fill out a form, and in connection with other activities, services, features, or resources we make available on our Site and Course Content. Users may be asked for, as appropriate, name, email address, phone number, credit card information. Users may, however, visit our Site anonymously. We will collect personal identification information from Users only if they voluntarily submit such information to us. Users can always refuse to supply personally identification information, except that it may prevent them from engaging in certain Site or Course Content related activities.

Non-personal Identification Information

We may collect non-personal identification information about Users whenever they interact with our Site or Course Content. Non-personal identification information may include the browser name, the type of computer and technical information about Users means of connection to our Site and Course Content, such as the operating system and the Internet service providers utilized, and other similar information.

Web Browser Cookies

Our Site may use "cookies" to enhance User experience. User's web browser places cookies on their hard drive for record-keeping purposes and sometimes to track information about them. User may choose to set their web browser to refuse cookies, or to alert you when cookies are being sent. If they do so, however, some parts of the Site and Course Content may not function properly.

How We Use Collected Information

Connect For Education, Inc. may collect and use Users personal information for the following purposes:

- **To improve customer service.**
  Information you provide helps us respond to your customer service requests and support needs more efficiently.
- **To process payments.**

We may use the information Users provide about themselves when placing an order only to provide service to that order. We do not share this information with outside parties except to the extent necessary to provide the service. We adhere to the Payment Card Industry Data Security Standard (PCI DSS) mandated by the card brands but administered by the Payment Card Industry Security Standards Council.

- **To send periodic emails.**
  We may use the email address to send User information and updates pertaining to their order. It may also be used to respond to inquiries, questions, and/or other requests.

How We Protect Your Information

We adopt appropriate data collection, storage and processing practices, and security measures to protect against unauthorized access, alteration, disclosure, or destruction of your personal information, username, password, transaction information, and data stored on our Site.

Sensitive and private data exchange between the Site and Course Content and its Users happens over an SSL secured communication channel and is encrypted and protected with digital signatures.

Sharing Your Personal Information

We do not sell, trade, or rent Users' personal identification information to others. Period.

FERPA (Family Education Rights and Privacy Act)

FERPA is a U.S federal law that protects the privacy of student educational records.

We abide by all applicable provisions and guidelines of the FERPA (Family Education Rights and Privacy Act) (20 U.S.C. § 1232g; 34 CFR Part 99) as stated in www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html and implemented at the school where you are taking your C4E-published online course.

Our security and privacy measures include, but are not limited to:

- Protecting data in transit by Transfer Layer Security TLS 1.2 and 256-bit Advanced Encryption Standard (AES-256).
- Adhering to the Payment Card Industry Data Security Standard (PCI DSS) during electronic transactions with students.
- Leveraging the physical and environmental protection of our CoreSite data center provider facilities, that implements 24x7 manned security and monitoring through multiple layers of physical security controls including perimeters fences, manned lobbies, surveillance cameras (CCTV), man trap, locked cages, motion detectors, and biometric access requirements.
- Not monitoring, viewing, or tracking the video or audio content of students' communication

or assignment submissions.

- Not sharing student data, including all Personally Identifiable Information (PII) and other non-public information except as required by law, statute, or court order. Data include, but are not limited to, student data, metadata, and user content.
- Using only de-identified student data for product development, research, or other purposes. De-identified data will have all direct and indirect personal identifiers removed. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, and school ID. Furthermore, we do not attempt to re-identify de-identified data and we do not transfer data to any party unless that party agrees not to attempt re-identification.
- Not using any student data to advertise or market to students or their parents, and not using data for any other purpose other than the specific purpose(s) of providing educational content to the schools that adopt our materials.
- Not changing how data is collected or shared in any way without advance notice to and consent from the adopting school.
- Using data only for the purpose of fulfilling its duties and providing services to the schools that adopt its online courseware, and for improving services to teachers and students.
- Not mining or scanning of user content for the purpose of advertising or marketing to students or their parents under any circumstances.
- Ensuring that all data in our possession or any of our subcontractors or agents to which we may have transferred data, is destroyed or transferred to the adopting school under the direction of the school when the data is no longer needed for the purpose of delivering services to the school, at the request of the adopting school.
- Storing and processing data in accordance with industry best practices. This includes appropriate administrative, physical, and technical safeguards to secure data from unauthorized access, disclosure, and use.
- Conducting periodic risk assessments and remediating any identified security vulnerabilities in a timely manner.
- Notifying the adopting school in the event of a security or privacy incident, as well as best practices for responding to a breach of PII. We agree to share this incident response plan upon request.

Changes To This Privacy Policy

Connect For Education, Inc. has the discretion to update this Privacy Policy at any time, except our security and privacy measures will always remain in place. When we revise any other aspect of this Privacy Policy, we will update the revision date at the bottom of this page. We encourage Users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

Your Acceptance Of These Terms

By using this Site, you signify your acceptance of this policy and terms of service. If you do not agree to this policy, please do not use Connect For Education's Site or Course Content. Your continued use of the Site or Course Content following the posting of changes to this policy will be deemed your acceptance of those changes.

Contact Us

If you have any questions about this Privacy Policy, the practices of this Site or Course Content, or your dealings with this Site or Course Content, please contact us at:

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