

COMPUTER CAREER CENTRE PRIVACY POLICY

We want you to feel confident that when you give us your information you can expect us to use it in a secure and private manner. This includes when you use our Website. This Privacy Policy explains how we manage your privacy and security when you use our website at www.computercareerscentre.com(the “Website“) or when you contact us by telephone or email. The Privacy Policy explains what information we might collect from you when you use the Website, what we will use that information for, and what steps we will take to protect the security of your information.

Overview

You currently receive emails from us because you are an existing customer/ex-student or have enquired about on of our training courses.

We want you to feel confident that when you give us information you can expect us to use it in a secure and private manner. This includes when you use our Website. This Privacy Policy explains how we manage your privacy and security when you use the website at www.computercareerscentre.com(the “Website“). The Privacy Policy explains:

- What personal information we collect about you
- How we use that information
- How to access and update your information

What Personal Information We Collect From You

The information we collect will depend on what information you choose to provide via our website, but it could include your name, phone number and e-mail address. It could also include other publicly available personal data, including any which you have shared via Twitter or Facebook.

By providing us with your name, telephone numbers or email address you consent to being contacted by these methods. We may keep your information for a reasonable period for these reasons. We will never sell your information to a third party for them to use for their own purposes.

How We Use The Information We Collect From You

We use the information to e-mail or Telephone you to follow you up after the training or to inform you about other training courses

Mailing Lists

As part of the registration process for our regular newsletters, we collect personal information. We use that information to keep you up to date with regards to our services/courses, to contact you if we need to obtain or provide additional information, to check our records are correct and to check every now and then that you are happy and satisfied with our service/training. We don't rent or trade email lists with other organisations and businesses.

You can unsubscribe to the general mailings at any time by emailing princeit@aol.com or info@computercareerscentre.com

Your consent and other people's information

If you provide us with information about another person relating to our training courses, you confirm that they have appointed you to act for them, to consent to giving us their name, phone number and e-mail address.

The information that we collect from you will not be transferred to or stored elsewhere. It stored securely at our training centre.

Controlling your information

You have the following rights:

- the right to ask us to update and correct any out-of-date or incorrect personal data that we hold about you free of charge; and
- (as set out above) the right to opt out of any marketing communications that we may send you.

If you wish to exercise any of the above rights, please email us at princeit@aol.com or info@computercareerscentre.com

Update

This policy was last updated in May 2018

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