

Papaya Institute Privacy Policy

#### 1. Introduction

Papaya Institute Inc ("we," "us," or "our") is committed to protecting the privacy and personal information of our students, who are typically between the ages of 13 and 17 years old. This Privacy Policy outlines how we collect, use, disclose, and safeguard the personal information of students who participate in our group virtual classes and educational programs.

## 2. Information We Collect

## 2.1 Personal Information

We may collect personal information from students for the purpose of providing educational services. This information may include:

- Student's name
- Contact information (email address, phone number)
- Age or date of birth
- Educational records or transcripts

## 2.2 Usage Data

We also collect usage data related to how students use our online platform. This may include:

- Information about classes attended
- Progress and performance in classes
- Interaction with educational materials and resources
- Data about how students navigate and interact with our website and links within it

## 3. How We Use Personal Information

We use personal information and usage data for the following purposes:

# 3.1 Providing Educational Services

We use personal information to enroll students in our group virtual classes, provide access to educational materials, and track their progress and performance.

## 3.2 Communication

We may use contact information provided by students and parents to communicate with them regarding class schedules, updates, and important information related to our educational programs.

## 3.3 Promotional Activities

We may also use student and parent information, excluding names and ages, for promotional activities related to our educational programs and services. This may include marketing communications, newsletters, announcements, and other promotional materials.

## 4. Disclosure of Personal Information

We do not disclose personal information about our students to third parties unless required by law or as necessary to provide educational services. We may share personal information with our instructors and staff who are directly involved in the educational process.

## 5. Data Security

We take the security of students' personal information seriously. We implement reasonable security measures to protect against unauthorized access, disclosure, alteration, or destruction of personal information.

## 6. Retention of Personal Information

We retain personal information for the duration necessary to provide educational services and comply with legal obligations. This includes personal information provided in class applications and scholarship applications. Additionally, we may use this information for research and analysis to improve our educational services in the future.

#### 7. Parental Consent and Control

For students under the age of 18, we require parental consent before collecting and using personal information. Parents or legal guardians have the right to access, review, and request deletion of their child's personal information.

# 8. Changes to this Privacy Policy

We may update this Privacy Policy from time to time to reflect changes in our practices or for legal reasons. We will provide notice of any material changes to this policy.

## 9. Contact Information

If you have any questions, concerns, or requests regarding this Privacy Policy or the personal information we hold, please seek legal advice from a professional.