

# Delight Learning Services and Consultancy

## Privacy Policy

We are committed to processing data in accordance with the GDPR Guidelines.

Here we describe & aims to Inform candidates on the data we need from them and the way we will use it.

### General Provision:

- Personal information provided through the [www.delightlearning.com](http://www.delightlearning.com) website, may be used and disclosed to other entities and/or business partners in the operation of the Delight Learning Services and Consultancy site, in order to provide products and services requested and for marketing and promotional purposes. Delight Learning Services and Consultancy will not sell, rent, or lease any individually identifiable information to others without your permission.
- This policy applies to all personal data processed by Delight Learning Services and Consultancy.
- The Responsible Person shall take responsibility for the Delight Learning Services and Consultancy ongoing compliance with this policy.

### Source of Data we collect:

We will collect your personal details of the participant or candidate or aspirants from below sources:

- Asking them to fill out a contact form on our website
- Reference from existing students or customers
- A call from them directly enquiring about our courses.

### Data we capture

We capture and record below details about participant or candidate or aspirants from above sources:

- Person's name
- Email address
- Mobile number
- Mailing Address
- Convenient time to call or communicate.

### Process the Data we collect:

We will process or use the candidate data for the below mentioned activities:

- For communicating information about our courses to you from time to time.

- Keep the record about your registration for Audit purposes
- To issue Invoice against your name for the payment done to us for availing our courses
- We will be using the verified email addresses of our students and the email addresses who have been provided as references by them for information dispersal with regards to our batches or for newsletters and useful information.

## Whether we will share Personal Data with third party

Only In case student needs to undergo an exam process, we will share your Name and email id of registered participants with Exam Institute (PeopleCert or EXIN or Scrum Alliance or Scaled Agile or ICAGile) for Exam registration process.

## How Long we store Personal Data

- We will store your data until we receive your “Unsubscribe” request thru email from the candidate
- If candidate has registered for any of our courses, then we will maintain their registration details indefinitely for verification and audit.

## Users’ Rights

- The right to be informed – This means we must inform candidate on how we are going to use your personal data. We do this through this privacy policy.
- The right of access – Candidate have the right to access their personal data (e.g. data that is about you) that we hold. To request access to candidate’s personal data, please email us on [info@delightlearning.com](mailto:info@delightlearning.com)
- The right to rectification – If candidate think that the data, we hold about you is incorrect, tell us so we can correct it. Candidate can do this by emailing us on [info@delightlearning.com](mailto:info@delightlearning.com) or contacting through our support numbers.

The right to erasure – Candidate has the right to request that we remove their data. We will do so, provided the Candidate has not registered for any course with us. You can do this by emailing us on [info@delightlearning.com](mailto:info@delightlearning.com) or contacting through our support numbers.

## RIGHT TO CHANGE PRIVACY STATEMENT

Delight Learning Services and Consultancy may change this Privacy Statement at any time. Notice of any new or revised Privacy Statement, as well as the location of the new or revised statement, will be posted on the Site for at least Thirty (30) days after the change. It is the obligation of users returning to the Site to learn of changes to the Privacy Statement since their last visit. Any change to this Privacy Statement shall be effective as to any visitor who has visited the Site before the change was made.