

## EdCo LATAM Consulting Privacy Policy

### **About our Privacy Policy**

As the data controller of your personal data, EdCo LATAM Consulting is committed to protecting your privacy and ensuring compliance with applicable data protection laws, and other relevant regulations.

This privacy notice outlines how EdCo LATAM Consulting (referred to as "we", "us", or "our") collects, uses, and shares your personal data. It also explains your rights regarding the personal data we hold. This privacy notice applies to our processing of personal data of clients, partners, prospective students, and other individuals (referred to as "you" or "your") who engage with our services for marketing and consultancy purposes.

### **What Personal Data We Collect**

We may collect details such as:

- Your name, email address, telephone number, and other contact information
- Date of birth, postal address, nationality, residency status, and level of study, programme programme of choice
- Educational history, CV, personal references, and areas of interest
- Passport details, visa information, and entry test or interview data (where applicable)

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## **How We Collect Your Personal Data**

We collect personal data through various interactions, including:

- When you communicate with one of our team through email, telephone, or in person
- When you share your data at external events, such as educational fairs
- When you respond to marketing campaigns on third-party platforms, including social media
- When you apply to our partner educational institutions through third parties such as educational agents etc

We store any data you provide as part of these interactions.

## **How We Use Your Information**

We may use your personal data for several reasons, including:

### **Marketing and Recruitment**

Sending you information relating to our partners that you have expressed interest in knowing about, subject areas of interest, event details, and reminders about deadlines or relevant services.

### **Application support:**

Assisting with your application to study at one of our partner institutions.

*If your personal information is shared with us by a third party (e.g., through an agent), we will notify you and provide access to our privacy policy.*

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## **How We Share Your Information with Others**

We share your personal data directly with our partner institutions as part of the application process.

Your information is never shared anywhere else.

## **Changes to Your Personal Data**

Please inform us promptly if any of your personal details change, such as your contact information.

## **Data Retention**

We retain your personal data only as long as necessary to provide relevant services. Some information may be kept indefinitely for archiving purposes or to maintain a professional relationship. You may request that we stop sending marketing communications at any time, and we will honor such requests within 7 days.

If we contact you and do not receive a response, your data will be deleted within 6 months.

## **Your Rights**

You have rights under this agreement including:

- The right to access the personal data we hold about you

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- The right to request the correction or deletion of your personal data
- The right to object to our processing of your data
- The right to withdraw consent where consent is required for data processing
- The right to receive your personal data in a readable format to transfer to another data controller
- The right to request that we stop processing your data for marketing purposes

If you wish to exercise any of these rights, or if you have any concerns about our use of your personal data, please contact us directly [information@edcolatam.com](mailto:information@edcolatam.com). Should you choose to withdraw your consent, this may impact the services we can provide to you.

## **Updates to This Policy**

We may update this privacy policy to reflect changes in our practices or legal obligations. Any significant updates will be communicated through the channels you have opted into.