

PRIVACY POLICY

1. Introduction

PENTORA GROUP ("we," "us," or "our") is committed to protecting the privacy of our course participants. This policy outlines how we collect, use, and safeguard your personal information.

2. Information We Collect

We collect information necessary to process your enrollment and deliver our services, including:

- Identity Data: Name, job title, and organization.
- Contact Data: Email address and phone number.
- Technical Data: IP addresses and usage data captured via the Zoom platform during live sessions.
- Payment Data: Billing addresses and transaction records (we do not store full credit card numbers).

3. How We Use Your Information

- To process your registration and provide access to the Zoom sessions.
- To issue Certificates of Completion.
- To send course updates, materials, and information about future PENTORA GROUP offerings.
- To provide attendance reports to corporate sponsors (for corporate bookings only).

4. Data Sharing and Third Parties

Zoom Video Communications: Your name and email are shared with Zoom to facilitate platform access. Please refer to Zoom's Privacy Policy for their data handling practices.

No Sale of Data: PENTORA GROUP does not sell, rent, or lease participant lists to third parties.

5. Data Security

We implement industry-standard security measures to prevent unauthorized access, disclosure, or loss of your personal information. Access to your data is limited to authorized PENTORA GROUP staff.

6. Session Recording

If a session is recorded for educational purposes or internal quality review, participants will be notified via the Zoom "recording" indicator. By participating, you consent to the recording of your voice/image if you choose to turn on your camera or microphone.

7. Your Rights

You have the right to request access to the personal data we hold about you, or to request that we correct or delete your information, provided it does not conflict with our legal or billing obligations.

8. Contact Us

For any privacy-related inquiries, please contact: info@pentoragroup.com