

# Privacy Policy

Protecting your private information is our priority. This Statement of Privacy applies to [www.stellaracademic.com](http://www.stellaracademic.com) and Stellar Academic and governs data collection and usage. For the purposes of this Privacy Policy, unless otherwise noted, all references to Stellar Academic include [www.stellaracademic.com](http://www.stellaracademic.com) and Stellar. The Stellar website is a record keeping site. By using the Stellar website, you consent to the data practices described in this statement.

## Collection of your Personal Information

In order to better provide you with products and services offered on our Site, Stellar may collect personally identifiable information, such as your:

- First and Last Name
- Mailing Address
- E-mail Address
- Phone Number

If you purchase Stellar's products and services, we collect billing and credit card information. This information is used to complete the purchase transaction.

Stellar may also collect anonymous demographic information, which is not unique to you, such as your:

- Age
- Gender

We do not collect any personal information about you unless you voluntarily provide it to us. However, you may be required to provide certain personal information to us when you elect to use certain products or services available on the Site. These may include: (a) registering for an account on our Site; (b) entering a sweepstakes or contest sponsored by us or one of our partners; (c) signing up for special offers from selected third parties; (d) sending us an email message; (e) submitting your credit card or other payment information when ordering and purchasing products and services on our Site. To wit, we will use your information for, but not limited to, communicating with you in relation to services and/or products you have requested from us. We also may gather additional personal or non-personal information in the future.

## Use of your Personal Information

Stellar collects and uses your personal information to operate its website(s) and deliver the services you have requested.

Stellar may also use your personally identifiable information to inform you of other products or services available from Stellar and its affiliates.

## **Sharing Information with Third Parties**

Stellar does not sell, rent or lease its customer lists to third parties.

Stellar may share data with trusted partners to help perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to Stellar, and they are required to maintain the confidentiality of your information.

Stellar may disclose your personal information, without notice, if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on Stellar or the site; (b) protect and defend the rights or property of Stellar; and/or (c) act under exigent circumstances to protect the personal safety of users of Stellar, or the public.

## **Automatically Collected Information**

Information about your computer hardware and software may be automatically collected by Stellar. This information can include: your IP address, browser type, domain names, access times and referring website addresses. This information is used for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the Stellar website.

## **Security of your Personal Information**

Stellar secures your personal information from unauthorized access, use, or disclosure. Stellar uses the following methods for this purpose:

- SSL Protocol

When personal information (such as a credit card number) is transmitted to other websites, it is protected through the use of encryption, such as the Secure Sockets Layer (SSL) protocol.

We strive to take appropriate security measures to protect against unauthorized access to or alteration of your personal information. Unfortunately, no data transmission over the Internet or any wireless network can be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, you acknowledge that: (a) there are security and privacy limitations inherent to the Internet which are beyond our control; and (b) security, integrity, and privacy of any and all information and data exchanged between you and us through this Site cannot be guaranteed.

## **Children Under Thirteen**

Stellar collects personally identifiable information from children under the age of thirteen. Stellar collects this information for the following reason(s): record keeping of grades and attendance for academic purposes.

If you are under the age of thirteen, you must ask your parent or guardian for permission to use this website. If you are a parent and you have questions regarding our data collection practices, please contact us using the information provided at the end of this Statement of Privacy.

### **E-mail Communications**

From time to time, Stellar may contact you via email for the purpose of providing announcements, promotional offers, alerts, confirmations, surveys, and/or other general communication.

### **Changes to this Statement**

Stellar reserves the right to change this Privacy Policy from time to time. We will notify you about significant changes in the way we treat personal information by sending a notice to the primary email address specified in your account, by placing a prominent notice on our site, and/or by updating any privacy information on this page. Your continued use of the Site and/or Services available through this Site after such modifications will constitute your: (a) acknowledgment of the modified Privacy Policy; and (b) agreement to abide and be bound by that Policy.

### **Contact Information**

Stellar welcomes your questions or comments regarding this Statement of Privacy. If you believe that Stellar has not adhered to this Statement, please contact Stellar at:

Stellar Academic  
401 Ryland St, Suite 200-A  
Reno, Nevada 89502

Email Address:  
info@stellaracademic.com

Telephone number:  
(865) 770-5850

Effective as of August 25, 2019