



**Effective Date:** June 01, 2026

At **BM Tutorial**, we value and respect your privacy. This Privacy Policy explains how we collect, use, protect, and manage the personal information of our students, parents, guardians, and website visitors.

## 1. Information We Collect

We may collect the following information:

- Student's full name
- Parent/Guardian's name
- Email address
- Contact number
- Age and grade level of the student
- Learning assessment results
- Payment information and proof of payment
- Communications sent through email, social media, or our website

## 2. How We Use Your Information

- The information we collect is used to:
- Process enrollment and registration
- Schedule classes and assessments
- Provide educational services and learning materials
- Monitor student progress
- Communicate important announcements and updates
- Process payments and maintain records
- Improve our programs and services

## 3. Protection of Information

BM Tutorial takes reasonable measures to protect personal information from unauthorized access, disclosure, alteration, or destruction. Student records and personal data are treated as confidential and are only accessible to authorized

personnel.

## 4. Sharing of Information

We do not sell, rent, or trade personal information to third parties.

- Information may only be shared when:
- Required by law;
- Necessary to provide educational services;
- Authorized by the parent, guardian, or student.

## 5. Online Classes and Recordings

Online classes may be conducted through digital platforms. Sessions may be recorded for educational, training, or quality assurance purposes. Any recordings will be handled responsibly and will not be publicly shared without consent.

## 6. Children's Privacy

BM Tutorial is committed to protecting the privacy of children. Parents or guardians are responsible for providing consent and ensuring the accuracy of information submitted during registration.

## 7. Website Cookies

Our website may use cookies and analytics tools to improve user experience and monitor website performance. Users may disable cookies through their browser settings if preferred.

## 8. Retention of Data

Student and parent information will be retained only as long as necessary to provide services, comply with legal obligations, and maintain educational records.

## 9. Your Rights

Parents, guardians, and students may request to:

- Access their personal information
- Correct inaccurate information
- Update contact details
- Request deletion of personal data where legally permissible

## 10. Contact Information

If you have any questions regarding this Privacy Policy, please contact:

### **BM Tutorial**

Email: [maryannramos@bmtutorial.com](mailto:maryannramos@bmtutorial.com)

Website: [www.bmtutorial.com](http://www.bmtutorial.com)

Facebook Page: BM tutorial ([fb.me/bmtutorial](https://fb.me/bmtutorial))

By enrolling in BM Tutorial or using our services, you agree to the terms outlined in this Privacy Policy.

