



1. Who We Are

AOK-Driving (“we”, “us”, “our”) is committed to protecting the privacy of individuals who use our website and services.

2. What Information We Collect

2.1 Personal Information

When you use our website or communicate with us (by email or phone), we may collect:

- Your name
- Contact information (e.g. email address, phone number)
- Payment information (but note: we do *not* collect credit card information)

2.2 Non-Personal / Technical Information

We may also collect non-personal data such as:

- IP address
- Browser type and version
- Operating system
- Website usage trends

2.3 Cookies

- We use cookies to store your website preferences.
 - If you do not want cookies on your device, you can set your browser to refuse them before using our site.
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3. How It Is Used

We use the information collected to:

- Identify you and provide the services you request (including student billing)

- Improve our services and website
 - Facilitate communications with you
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4. Disclosure & Sharing

- We will not share your personal information except:
 1. To provide requested services.
 2. To improve our services.
 3. To protect our legal rights.
 4. To comply with applicable laws, or assist with lawful investigations.
 5. To contact you (e.g. updates, notifications).
 - Third-Party Service Providers
Some external providers (e.g. web hosting, analytics) may have access to certain information in order to perform services on our behalf. These parties are contractually obligated not to disclose information to others.
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5. Social Media & Testimonials

- If you leave a testimonial, we may share your name and/or your social media profile (e.g. Facebook, Google Review) and tag you in related photos.
 - If you do *not* want your photo or profile displayed/shared, you can request that it be removed.
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6. Business Transfers

- In the event that AOK-Driving is sold, merges, or undergoes acquisition or bankruptcy, user information may be among the transferred or acquired assets.
 - By using our services, you acknowledge that such transfers may happen and that any acquirer may use your personal information in accordance with this Privacy Policy.
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7. Data Security & Retention

- We take reasonable steps to protect your personal information from misuse, loss, unauthorised access, disclosure or modification.

- We will retain your information only as long as necessary for the purposes described or as required by law.
 - When information is no longer required, we will securely delete or anonymise it.
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8. Access, Correction & Your Rights

- You have the right to access any personal information we hold about you.
 - You may request correction of information you believe to be inaccurate or incomplete.
 - To make such a request, contact us using the details below.
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9. Changes to This Policy

- We may change this Privacy Policy from time to time, at our sole discretion.
 - You are encouraged to review this page periodically for any changes.
 - Continued use of our site following any changes will signify your acceptance of those changes.
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10. Contact Us

If you have any questions, concerns or complaints about how we handle your privacy or this policy, you can contact us at:

Email: learn@aokdriving.com.au
