**LeBlanc Consulting Privacy Policy**

This statement describes the privacy policy of LeBlanc Consulting, Inc. ("LeBlanc Consulting, Inc. ") for its website located at www.LeBlancConsulting.net. (LeBlanc Consulting Supportive Services) "You" in this policy means you personally. This policy applies only to LeBlancConsulting.net Please note:

1. This privacy policy does not apply to (1) LeBlanc Consulting, Inc. 's practices for collecting information offline or from sites other than LeBlanc Consulting.net or (2) LeBlanc Consulting’ use or dissemination of information gathered offline or from sites other than LeBlancConsulting.net (even if that information is identical to the information gathered on LeBlancConsulting.net ).

2. If you visit other LeBlanc Consulting, Inc. sites or other sites linked to LeBlancConsulting.net the privacy policy of LeBlancConsulting.net will not control the practices for gathering information on those other sites.

3. Also, LeBlanc Consulting, Inc. reserves the right to update this policy at any time without notice, so we suggest that you regularly review it.

**What information is collected on LeBlancConsulting.net ?**

*Personal Information*

When you visit LeBlancConsulting.net , we may ask you to provide personal information in connection with various opportunities and activities available at LeBlancConsulting.net . By "personal information," we mean information that is (a) collected in the course of your use of LeBlancConsulting.net and (b) identifiable to you or that allows you to be identified. Personal information requested might include, for example, your name, email address, telephone number or, where identifiable to you, other information such as your zip code, fax number, employer, place of employment or title. If you desire to review or correct the personal information that you provide, please contact us at the email address provided below. Without limiting the generality of the foregoing, please note that ideas, proposals, inventions, product and/or service modifications, methodologies, suggestions or similar communications are not treated as private or confidential under this Privacy Statement.

**Automatic or Navigational Information**

When you visit LeBlancConsulting.net , we may capture certain information automatically (even if you do not voluntarily provide us with personal information, or in addition to personal information that you do provide), including your Internet protocol address, browser type, time and date of access and pages accessed, linking information, click stream, page visits, page views, web site log files. If such navigational information becomes identifiable to you, it will be deemed personal information. We reserve the right to match navigational information with personal information and thereby to transform such navigational information into personal information. Navigational information that is transformed into personal information will be used for the purposes identified in this policy.

**How does LeBlanc Consulting, Inc. use information collected on LeBlancConsulting.net ?**

We generally use personal information collected on LeBlancConsulting.net for the following purposes: to advise you of opportunities available on our site or elsewhere, to respond to requests for information about events or opportunities, to provide information about the proper use or misuse of LeBlancConsulting.net ; to provide you with an opportunity to register for certain services, programs, events and associations; to provide you with an opportunity to apply for certain jobs; to process technical or administrative issues or to communicate regarding those issues; to conduct research and surveys; to provide other information that might be of interest to you; to improve or otherwise adjust our services;, and to provide to third parties anonymous information regarding our educational services and community generally.

**What about cookies?**

A cookie is a small text file that a website places on your computer's hard drive that allows the website's server to keep track of and facilitate certain activities on the site. You may be able to program your browser to reject cookies or to notify you when they are going to be placed on your computer. Cookies help provide information to us about how users are using LeBlancConsulting.net . Among other purposes, we may use cookies to collect information about how visitors use LeBlancConsulting.net and what pages and features visitors find more or less interesting, to make it easier for you as a user to log in, or to make visits to LeBlancConsulting.net otherwise more efficient. We use information that we obtain by cookies in accordance with the terms of this policy.

**Under what circumstances does LeBlanc Consulting, Inc. disclose or transfer personal information to others?**

We transfer to third parties and/or release to the public certain aggregate information (for example about the visiting habits of our visitors generally or of groups of our visitors), but that information will not contain information that identifies you and therefore is not personal information. There are circumstances where we will transfer and/or disclose to third parties personal information. Those circumstances are as follows, except as may limited by applicable law:

*Subsidiaries and Affiliates*. LeBlanc Consulting, Inc. will transfer personal information to any subsidiaries and corporate affiliates.

*LeBlanc Consulting, Inc. Consultants and Service Providers*. LeBlanc Consulting, Inc. may disclose personal information to third party consultants and service providers (such as providers of hosting and support services) to the extent that they require access to our databases, or the information contained in our databases, to service LeBlanc Consulting, Inc. and LeBlancConsulting.net .

*LeBlanc Consulting, Inc. 's Security*. LeBlanc Consulting, Inc. reserves the right to release personal information when we believe that the law requires us to do so or when we believe it is necessary to protect and/or enforce the rights, property interests, or safety of LeBlanc Consulting, Inc. , our users LeBlancConsulting.net or others.

*Reorganization or Sale of LeBlanc Consulting, Inc.* . In the event that LeBlanc Consulting, Inc. is merged with or becomes part of another organization, or in the event that LeBlanc Consulting, Inc. is sold or it sells all or substantially all of its assets, the information you provide will be one of the transferred assets.

*Modification of Privacy Policy*. We may also transfer information to third parties if we amend our privacy policy in accordance with the provisions below and disclose to whom and how we intend to make such a disclosure.

*As Otherwise Allowed by Law*. We may transfer personal information to third parties where, notwithstanding this policy, we are expressly authorized by applicable law to do so.

*Third Party Advertising*. We partner with third-party advertising companies to deliver offers that are relevant to your interests based on what you’ve viewed on our site. We do not provide any personally identifiable customer information to these advertisers. These companies may utilize certain technologies including cookies, Javascript, Pixel Tags and other technologies to deliver advertisements and marketing messages and to collect anonymous information about your visits to our site and other sites. If you would like more information about this practice or to opt out of having this information used by companies that are part of the Network Advertising Initiative, you may [opt out here](https://www.networkadvertising.org/managing/opt_out.asp). If you choose to opt out, you will still see ads from us but those ads may not be relevant to your interests.

**How do you keep my information secure?**

Although we cannot guarantee impenetrability of our servers, we have attempted to establish and implement reasonable physical, electronic, and managerial procedures to safeguard and secure the information we collect online. In the event that our security system is breached, we will attempt to notify you as soon as possible.

**Changes and Updates to the Privacy Policy**

Changes to this Privacy Policy will be posted on LeBlancConsulting.net . Please check the policy periodically for changes. At the end of the policy we indicate the date of an update to the Privacy Policy. It is your obligation to review the Website periodically to review those changes.

**Who do I contact if I have questions?**

If you have any comments, questions or concerns regarding this Privacy Statement or LeBlanc Consulting, Inc. 's privacy practices at LeBlancConsulting.net , please contact us at 800.747.8367 or 312.467.8600.

**Terms and Conditions of Use**

**PLEASE READ THESE TERMS AND CONDITIONS OF USE CAREFULLY BEFORE USING THIS SITE.**

1. Introduction and Agreement to Be Bound. This website is operated by LeBlanc Consulting, Inc. ("LeBlanc Consulting, Inc. "). These Terms and Conditions govern LeBlancConsulting.net (the "Website") and you agree to the Terms and Conditions by using the Website

2. Modification of Terms. LeBlanc Consulting, Inc. reserves the right to modify these Terms and Conditions at any time. You will be responsible for reviewing and complying with these Terms and Conditions periodically in the event that they are modified.

3. Privacy Policy. By using this site and agreeing to the Terms and Conditions, you also consent to the collection, use and disclosure of information as set forth in LeBlanc Consulting Website Privacy Statement, which you understand may be modified from time to time.

4. License. LeBlanc Consulting, Inc. grants you a limited, revocable, non-exclusive license (i) to access the Website, and (ii) while accessing the Website, to view Materials displayed on the Website for your personal internal business use, and for no other purpose. You are also granted a limited non-exclusive license to print a copy of any portion of the contents of the Website for your personal internal use and no other purpose. Before making copies of downloadable items, you will destroy existing copies of such items in your possession or control. For purposes of these User Terms, "Materials" means any text, data compilations, photographs, software, data instruction packets, graphics, illustrations, artwork, video, music, sound, and any other contents of the Website.

5. Intellectual Property.

*Copyright.* LeBlanc Consulting, Inc. retains all right, title and interest on behalf of itself and (where applicable) its third party suppliers and/or business partners to Materials. You acknowledge and agree that ownership of Materials resides in LeBlanc Consulting, Inc. , and agree not to challenge, directly or indirectly, LeBlanc Consulting, Inc. 's ownership (or that of its suppliers and/or business partners) in and to the Materials. You agree to indemnify and hold LeBlanc Consulting, Inc. harmless from any unauthorized use of the Materials by you or caused by you. The Materials are protected by copyright and/or other laws in both the United States and elsewhere.

*Trademarks.* You acknowledge and agree that any name, logo, trademark, or service mark contained on this Website is owned or licensed by LeBlanc Consulting, Inc. or our suppliers and/or business partners and may not be used by you without prior written approval. Nothing contained on this Website should be construed as granting, by implication, estoppel, or otherwise, any license or right to use any trademark displayed on this Website without the written permission of LeBlanc Consulting, Inc. or such third party that may own the Trademark displayed on this Website. Your use of any of these materials is prohibited unless specifically provided for on this Website. Any unauthorized use of these materials may subject you to penalties or damages, including but not limited to those related to violation of trademarks, copyrights, privacy, and publicity rights.

6. Prohibited Conduct. Except as permitted under the Terms and Conditions or where a prohibition is contrary to applicable law, copying, storing, displaying, reproducing, distributing, marketing, selling, licensing, sublicensing, publishing or creating derivative works of any Materials is expressly prohibited without the prior written permission from LeBlanc Consulting, Inc. or the copyright holder identified in the individual contents copyright notice. You agree that the Materials may not be reverse engineered, disassembled, decompiled, or retransmitted in any way through any medium or otherwise translated into any language or computer language. You will not use the Materials or LeBlancConsulting.net in any manner that violates the law or the rights of any other person. You agree that you will not use any robot, spider, or other such programmatic or automatic device, including but not limited to automated dial-in or inquiry devices, to obtain information from this Website or otherwise monitor or copy the Materials. You are expressly prohibited from framing or linking or otherwise using or displaying the Website in such a manner so that it appears to be part of your own or someone else's website. You shall not deep link to any page on the Website or otherwise link in a manner that bypasses the Website home page. You agree not to propose ideas, concepts, methods or techniques for new or proposed services or products through the Website. By doing so, you hereby grant to Company a perpetual, worldwide, irrevocable, unrestricted, non-exclusive, royalty free license to use the content of such communication in any manner whatsoever.

7. Submissions. Any ideas, copy, proposals, inventions, product and/or service modifications, methodologies, suggestions or similar communications you transmit to the Website by electronic mail or otherwise is, and will be treated as, nonconfidential and nonproprietary. Any such materials becomes the property of LeBlanc Consulting, Inc. and may be used for any purpose, including, but not limited to, reproduction, disclosure, transmission, publication, broadcast and posting. Furthermore, LeBlanc Consulting, Inc. is free to use any ides, concepts, know-how, or techniques contained in any communication you send to the Site for any purpose whatsoever including, but not limited to, developing, manufacturing and marketing products using such information.

8. Disclaimer. THE WEBSITE AND THE MATERIALS ARE PROVIDED TO YOU ON AN "AS IS" BASIS, WITH ALL FAULTS AND WITHOUT ANY WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED. LEBLANC CONSULTING, INC. AND ITS SUPPLIERS, TO THE FULLEST EXTENT PERMITTED BY LAW, DISCLAIM ALL WARRANTIES, INCLUDING BUT NOT LIMITED TO WARRANTIES OF TITLE, FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY AND NON-INFRINGEMENT OF PROPRIETARY OR THIRD PARTY RIGHTS. LEBLANC CONSULTING, INC. AND ITS SUPPLIERS MAKE NO WARRANTIES TO YOU ABOUT OR FOR THE ACCURACY, RELIABILITY, COMPLETENESS, OR TIMELINESS OF THE WEBSITE OR THE MATERIALS OR ABOUT OR FOR THE INFORMATION SYSTEMS, SOFTWARE AND FUNCTIONS MADE ACCESSIBLE BY OR THROUGH THE WEBSITE OR THE MATERIALS, OR ABOUT OR FOR ANY SECURITY ASSOCIATED WITH THE TRANSMISSION OF SENSITIVE INFORMATION. LEBLANC CONSULTING, INC. DOES NOT WARRANT TO YOU THAT THE WEBSITE OR THE MATERIALS WILL OPERATE ERROR-FREE, THAT LOSS OF DATA WILL NOT OCCUR, OR THAT THE MATERIALS OR THE WEBSITE SERVERS ARE FREE OF COMPUTER VIRUSES, CONTAMINANTS OR OTHER HARMFUL ITEMS. IF YOUR USE OF THE WEBSITE OR THE MATERIALS RESULTS IN THE NEED FOR SERVICING OR REPLACING EQUIPMENT OR DATA, LEBLANC CONSULTING, INC. IS NOT RESPONSIBLE FOR THOSE COSTS.

9. Limitation of Liability. YOUR USE OF THE WEBSITE AND THE MATERIALS IS AT YOUR OWN RISK. UNDER NO CIRCUMSTANCES, SHALL LEBLANC CONSULTING, INC. AND/OR ITS SUPPLIERS BE LIABLE TO YOU FOR ANY LOSS OR DAMAGES WHATSOEVER, INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGES FOR WORK STOPPAGE OR INTERRUPTION, FOR LIABILITY OR INJURY TO THIRD PERSONS, OR FOR ECONOMIC, INCIDENTAL, INDIRECT, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES (INCLUDING BUT NOT LIMITED TO ANY DAMAGES FOR ANY LOSS OF BUSINESS, DATA, GOODWILL, PROFITS, SAVINGS, OR SOFTWARE) RESULTING IN ANY WAY FROM YOUR OR ANY OTHER PERSON'S USE OR INABILITY TO USE THE WEBSITE OR THE MATERIALS, WHETHER BASED ON WARRANTY, CONTRACT, TORT, OR ANY OTHER LEGAL THEORY, AND WHETHER OR NOT LEBLANC CONSULTING, INC. IS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10. Third Party Sites. THE WEBSITE MAY CONTAIN LINKS TO THIRD PARTY WEBSITES, BUT SUCH LINKS ARE PROVIDED SOLELY AS A CONVENIENCE TO YOU. LEBLANC CONSULTING, INC. IS NOT RESPONSIBLE FOR THE CONTENT OF LINKED THIRD-PARTY SITES AND DOES NOT ENDORSE, SUPPORT, OR MAKE ANY REPRESENTATIONS REGARDING THE CONTENT OR ACCURACY OF MATERIALS ON SUCH THIRD-PARTY WEB SITES. IF YOU DECIDE TO ACCESS LINKED THIRD-PARTY WEBSITES, YOU DO SO AT YOUR OWN RISK.

11. Indemnification. You agree to defend, indemnify, and hold harmless LeBlanc Consulting, Inc. , its parents, affiliates and subsidiaries and their officers, directors, employees and agents, from and against any claims, actions or demands, including without limitation reasonable legal and accounting fees, alleging or resulting from your negligence or from your breach of the Terms and Conditions.

12. Dispute Resolution. The Terms and Conditions shall be governed by and construed in accordance with the internal laws of the State of Illinois without regard to the conflicts of laws principles thereof. In the event of litigation, the parties agree to submit irrevocably to the state and federal courts located in Cook County, Illinois and to raise no objections to the venue of such courts. The parties agree that in the event of any suit or proceeding brought by one party against the other, the party prevailing therein shall be entitled to payment from the other party hereto of its reasonable attorney's fees.

13. Severability. If any provision of the Terms and Conditions is found to be invalid by any court or tribunal having competent jurisdiction, the invalidity of such provision shall not affect the validity of the remaining provisions of the Terms and Conditions, which shall remain in full force and effect.

14. Waiver. No waiver of any term of the Terms and Conditions shall be deemed a further or continuing waiver of such term or any other term.

15. Assignment. LeBlanc Consulting, Inc. may assign its rights and duties under the Terms and Conditions to any party at any time without notice to you. Your rights and duties under the Terms and Conditions are not assignable by you without consent of LeBlanc Consulting, Inc. .

16. Termination. LeBlanc Consulting, Inc. may terminate your use or rights to access to any or all portions of the Terms and Conditions and the Materials for any reason or no reason at all. Paragraphs 5-16 and any section which by its terms and nature are meant to survive termination of the Terms and Conditions, shall survive its termination.

(last changed/updated: November 11, 2020)

**GDPR Privacy Notice**

The European Union ("EU") General Data Protection Regulation 2016/679 (the "GDPR") regulates the protection of certain people with regard to the processing of their personal data and the free movement of such data. Before LeBlanc Consulting, Inc. ("Company") collects any personal data from you, we are required to provide certain information which is contained in this GDPR Privacy Notice ("Notice").

**I. Applicability and Definitions**

This Notice applies to persons located in the EU, a European Economic Area ("EEA") member state, Switzerland, or any country which formally adopts the GDPR ("GDPR Countries"). GDPR went into effect on May 25, 2018, and applies to the processing of personal data from and after that date.

For the purpose of this Notice, the following definitions apply:

* "Personal data" means any information that can be used to directly or indirectly identify you, such as your name, date of birth, addresses (including email addresses), identification numbers, location data, online identifiers, or factors specific to your physical, physiological, genetic, mental, economic, cultural, or social identity.
* "Sensitive data" means personal data related to your racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetics, biometrics, health, sex life or sexual orientation.
* "Processing" and "Process" is any operation performed on your personal data, including collecting, storing, altering, transferring, sharing, disclosing, erasing, or destroying your data.
* "Controller" means an entity that determines the purposes and means of processing personal data. The Company is a Controller within the meaning of the GDPR.

Terms in this Notice are intended to be used consistent with their definitions in the GDPR. The full text of the GDPR, is available at <https://gdpr-info.eu/>.

**II. The Type of Data Collected and the Company's Purposes and Legal Bases to Process the Data**

The Company processes your personal data for the purpose of furthering its charitable, educational, and scientific missions and in connection with your relationship with the Company as a prospective, current, or former student (or such student's parent or guardian), a Instructor or staff member, or an employee, contractor, donor, supporter, research subject, visitor to the Company or its website, or attendee at a Company event.

The categories of personal data we process about you may include the following:

* **Identity data –**includes name, aliases, date of birth, title, gender, and identification numbers
* **Contact data**– includes mailing and email addresses, phone and fax numbers, and emergency contact information
* **Background** **data**– includes historical information related to past employment, education, references, and other records
* **Financial data –**includes information related to personal and family finances
* **Technical data** – includes technical information related to your use and access of Company websites, online applications and tools, such as internet protocol (IP) address, login data, and browser and operating system type and version
* **Profile data –**includes usernames and passwords, profile pictures, interests, application preferences, and feedback
* **Marketing and Communication data –**includes your preference in receiving marketing from the Company and your communication preferences
* **Sensitive data** – includes data defined as "sensitive data" in Section I of this Notice, including data related to racial or ethnic origin, health, sex life and sexual orientation

The Company processes your personal data only when we have a legal basis to do so. Most commonly, it is necessary for the Company to process your personal data for the following legal bases recognized by the GDPR:

* To take steps to enter a contract with you, or to perform a contract to which you are a party.
* Where the Company or a third party has a legitimate interest, and your interests and fundamental rights do not override those interests.
* To protect the vital interests of health and safety of you or a third party.
* To comply with a legal or regulatory obligation.

When the Company cannot rely on any of these legal bases, or if it is necessary for the Company to process your sensitive personal data, it will seek your prior consent.

The purposes for which the Company collects your personal data, and the legal bases for processing such personal data, are summarized in the below chart. Where the Company relies on a legitimate interest, it identifies the legitimate interests. The Company may have more than one legal basis to process your personal data depending on the specific purpose for which your personal data is used.

**Data Processing**
**Purpose & Uses**

**Recruiting and Marketing.**Data is processed to identify you; track inquiries and website activity; identify and recruit prospective Clients, Instructor, and staff; and market the Company's courses, programs, and services.

**Category of Data Collected**

* Identity
* Contact
* Technical
* Profile
* Marketing and Communication

**Lawful Basis(es) for Processing**

* Necessary **to enter a contract**
* Necessary to pursue the Company's**legitimate interest** in recruiting qualified Clients, Instructor and staff to the Company.
* **Prior consent**

**Data Processing**
**Purpose & Uses**

**Application by candidate located in the EU for Company or program admission.**Data is processed to identify you, administratively process your application for admission to the Company or to a particular program (such as study abroad, certificate, or degree programs), verify information provided, evaluate your qualification for admission, and communicate the outcome to you.

The data is also used to manage student accounts (including invoicing, processing payments and refunds, pursuing collection efforts if necessary); administer financial aid, grant and scholarship programs; manage student affairs and provide student support services (such as services for disability accommodations, advising, safety, and wellness); provide clinical, internship or job placement services; manage academic affairs and provide academic support services; and provide IT and technology services (such as Company email accounts, learning management systems and applications, network and communication gateways, intranet sites, and data warehousing).

The data may also be used to prevent or detect fraud, for disciplinary or academic integrity proceedings, to meet legal or regulatory reporting and compliance requirements, to evaluate the Company's diversity and equal opportunity performance, and for research and statistical purposes.

* identity
* Contact
* Background
* Financial
* Technical
* Profile
* Marketing and Communication
* Sensitive
* Necessary to **enter and/or perform a contract**
* Necessary to pursue the Company's **legitimate interest** in furthering its charitable, educational, and scientific missions, and providing excellent and competitive educational services
* Necessary to comply with **legal or regulatory obligations**
* Necessary to protect the **vital interest** of you or another
* **Prior consent**where sensitive data is collected

**Data Processing**
**Purpose & Uses**

**Register, Enroll and Participate in Programs and Courses while in the EU.**Data is processed to identify you; facilitate your participation in programs and courses; track attendance, course and program progress and completion; assign coursework; evaluate academic performance; administer tests; facilitate instruction; prepare educational records (such as transcripts and diplomas); and provide related services while you are in the EU such as transportation, lodging, health and safety, and insurance.

* The data is also used to manage student accounts (including invoicing, processing payments and refunds, pursuing collection efforts if necessary); administer financial aid, grant and scholarship programs; manage student affairs and provide student support services (such as services for disability accommodations, advising, safety, and wellness); provide clinical, internship or job placement services; manage academic affairs and provide academic support services; and provide IT and technology services (such as Company email accounts, learning management systems and applications, network and communication gateways, intranet sites, and data warehousing).
* The data may also be used to prevent or detect fraud, for disciplinary or academic integrity proceedings, to meet legal or regulatory reporting and compliance requirements, to evaluate the Company's diversity and equal opportunity performance, and for research and statistical purposes.
* Identity
* Contact
* Background
* Financial
* Technical
* Profile
* Marketing and Communication
* Sensitive
* Necessary to **enter and/or perform a contract**
* Necessary to pursue the Company's **legitimate interest** in furthering its charitable, educational, and scientific missions, and providing excellent and competitive educational services
* Necessary to comply with **legal or regulatory obligations**
* Necessary to protect the **vital interest** of you or another
* **Prior consent**where sensitive data is collected

**Data Processing**
**Purpose & Uses**

**Applications for employment in the EU.**Data is processed to identify you, administratively process your application, verify information provided, evaluate your employment qualifications, conduct background checks, and communicate the outcome to you.

The data is also used to maintain personnel files, prepare and process performance evaluations, manage payroll, provide and administer employment benefits, manage employee relations; provide IT and technology services (such as Company email accounts, network and communication gateways, intranet sites, and data warehousing); manage complaint, grievance, and disciplinary proceedings; to prevent or detect fraud; to meet legal or regulatory reporting and compliance requirements; to evaluate the Company's diversity and equal opportunity performance, and for research and statistical purposes.

* Identity
* Contact
* Background
* Financial
* Technical
* Profile
* Marketing and Communication
* Sensitive

**Data Processing**
**Purpose & Uses**

* Necessary to **enter and/or perform a contract**
* Necessary to comply with **legal or regulatory obligations**
* Necessary to protect the **vital interest** of you or another
* **Prior consent**where sensitive data is collected

**Complaint, Grievance, and Disciplinary Procedures for incidents arising in the EU.**Data is processed to identify you; administratively process complaints or grievances, or engage in disciplinary procedures; verify information provided; evaluate and investigate incidents; protect health and safety; communicate with you; communicate the outcome to appropriate parties; and provide information required by third parties to meet legal or regulatory reporting and compliance requirements.

* Identity
* Contact
* Background
* Profile
* Sensitiv
* Necessary to **perform a contract**
* Necessary to comply with **legal or regulatory obligations**
* Necessary to protect the **vital interest** of you or another
* **Prior consent**where sensitive data is collected
* **Offering Access to Company Information and Technology Services to Persons in EU.**Data is processed to identify you; provide a Company email account; allow Clients, Instructor, staff, and alumni, and other authorized persons the right to access and use Company licensed software, tools and applications; and storing data.
* Identity
* Contact
* Financial
* Technical
* Profile
* Marketing and Communication

**Data Processing**
**Purpose & Uses**

* Necessary to **enter and/or perform a contract**
* Necessary to comply with **legal or regulatory obligations**

**Research Involving Personal Data of Persons in the EU.**Data may be processed to conduct educational, scientific, and other research and related statistical analysis

Terms and conditions of research projects are negotiated before acceptance to ensure ability to comply with applicable research grants, agreements, laws, rules regulations and policies.

* Varies depending on research.

**Data Processing**
**Purpose & Uses**

* Necessary **to enter and/or perform a contract**
* Necessary to pursue the Company's **legitimate interest**in carrying out research activities to advance knowledge and create applications that benefit society
* **Prior consent**where sensitive data is collected

**Alumni and donors in the EU.**Data is processed to identify you; communicate with and provide services to alumni and donors; and to seek and accept gifts and donations.

The data may also be used for research and statistical purposes.

* Identity
* Contact
* Background
* Financial
* Technical
* Profile
* Marketing and Communication
* Sensitive

**Data Processing**
**Purpose & Uses**

* Necessary to **enter and/or perform a contract**
* Necessary to pursue the Company's **legitimate interest** furthering its charitable, educational, and scientific missions, and providing excellent and competitive educational services
* **Prior consent**where sensitive data is collected

**Comply with Legal and Regulatory Obligations.**Data is processed to comply with applicable laws and regulations, including, without limitation, the Internal Revenue Code, Title IV and Title IX, U.S. Department of Education laws and regulations, the Immigration and Naturalization Service, the Department of Homeland Security, and regional and national accreditation requiem

* Identity
* Contact
* Background
* Financial
* Sensitive

**Data Processing**
**Purpose & Uses**

* Necessary to **enter and/or perform a contract**
* Necessary to pursue the Company's **legitimate interest** furthering its charitable, educational, and scientific missions, and providing excellent and competitive educational services
* Necessary to comply with **legal or regulatory obligations**
* Necessary to protect the **vital interest** of you or another

If you have additional questions regarding the type of personal data collected about you, or the Company's purpose or legal basis for processing your personal data, please contact the Company at the contact provided below.

**III. Other Recipients of Your Personal Data**

We may share your personal data with other recipients in connection with the purposes and lawful bases stated in Section II of this Notice. Categories of recipients who may receive your personal data may include the following:

* Company Instructor and staff responsible for or involved in the activities described in the above chart.
* Public safety authorities, such as local, state, federal or international law enforcement.
* Health care providers, such as hospitals and clinics.
* Security providers, such as private campus safety personnel.
* Regional and national accreditors and professional licensing bodies.
* Third parties who underwrite, administer, or provide services related to the Company's programs or to individuals associated with the Company, such as independent contractors, marketing services, event hosting, international service providers, payment processors, insurance and benefits providers and administrators, lenders and service providers who assist in student loans, scholarship and other financial aid programs.
* Third parties to whom personal data is required to be communicated in order for the Company to comply with legal obligations established by any and all applicable laws and regulations, such as local, state, federal or international legal, governmental and regulatory entities.
* Third-party data processors who host and/or process information on behalf of the Company.
* Third parties to whom we may choose to sell, transfer, or merge parts of our business or our assets.

We require third parties to respect the security of your personal data and to treat it in accordance with applicable law.

**IV. International Data Transfers**

Personal data that you provide while in GDPR Countries will be transferred internationally to the Company, which is located in the United States, and may be transferred to third parties in other countries in connection with the purposes and lawful bases stated in Section II of this Notice. In the international transfer of your personal data, the Company will employ suitable safeguards to protect the privacy and security of your personal data so that it is only used in a manner consistent with this Notice.

**V. Data Security**

The Company, by design, has put in place appropriate security measures to protect personal data from unauthorized access, alteration, disclosure or destruction.  In addition, we limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know, and who process your personal data at our direction. Where there is a personal data breach, we will notify you and any applicable regulatory authority where we are legally required to do so.

**VI. Data Retention**

The Company retains your personal data for as long as necessary to fulfill the purposes for which we collected it. To determine the appropriate retention period for personal data, we consider the nature of the personal data, the purpose for which personal data is processed and retained, and the applicable legal, accounting, reporting and regulatory requirements applicable to such data.

Details of retention periods for different aspects of your personal data are available in our retention policy which you can request from us by contacting the Company at the contact provided below.

In some circumstances we may anonymize your personal data (so that it can no longer be associated with you), in which case we may use this information indefinitely without further notice to you.

**VII. Your Rights Regarding Your Personal Data**

Under the GDPR, you have a number of rights regarding your personal data, subject to exceptions stated in the GDPR or its implementing regulations. Specifically, you have the right to:

* **Request access**to your personal data and receive a copy of the personal data that we hold about you.
* **Request correction**of your personal data that we hold which is inaccurate or incomplete.
* **Request erasure**of your personal data from our records.  Where it is necessary for the Company to maintain the data for legal, accounting, reporting, or regulatory reasons, we may not be able to comply with your request and will notify you if that is the case.
* **Object to processing**of your personal data where we are relying on a legitimate interest for processing such data, unless the Company can demonstrate compelling legitimate grounds for processing that override your interest in prohibiting such processing.
* **Request restriction of processing**your personal data under certain circumstances.
* **Request the transfer (portability)**of your personal data to a third party.
* **Withdraw consent at any time** where the Company relies solely on the legal basis of consent to process your personal data. If you withdraw consent, the withdrawal will not change the fact that your data has been processed legally up to that point. If you withdraw your consent, we may not be able to provide certain products or services to you. We will advise you if this is the case at the time you withdraw your consent.
* **File a complaint**concerning your personal data with the applicable EU supervisory authority. Supervisory authority contact information is available [here](https://ec.europa.eu/justice/article-29/structure/data-protection-authorities/index_en.htm).

Nearly all of your rights are qualified in various ways and there are numerous exemptions. For additional information about your rights, the full text of the GDPR is available at <https://gdpr-info.eu/>.

If you wish to exercise any of these rights, please contact the Company at the contact provided below.

The Company strives to respond to all legitimate requests within one month. It may take us longer than a month if your request is particularly complex or you have made a number of requests. In this case, we will notify you and keep you updated.

**VIII. Are You Obligated to Provide Personal Data?**

Through this Notice, the Company informs you that it may process your personal data in accordance with this Notice, and as permitted or required by law. If you do not agree with this Notice, please do not provide any personal data to the Company.

If you choose not to provide personal data that is necessary for the Company to provide you with specific products or services, the Company may not be able to provide those products or services to you. For example, if you do not provide personal data needed to perform a contract for educational services with you, such as information necessary to process admissions, financial aid, or employment applications, you will not be admitted to the Company, awarded financial aid, or employed by the Company.

**IX. Contact Information and Rights Requests**

If you would like to contact the Company in its capacity as a controller, including to ask questions about this Notice, the GDPR, and the personal data being processed by the Company, or if you wish to exercise any of your rights under the GDPR or lodge a complaint involving a violation of this Notice or the GDPR, please contact:

LeBlanc Consulting, Inc.
2415 San Pablo Dam Rd #106-152

San Pablo, Ca. 94806
ServiceRequest@LeBlancConsulting.net

Please note that the Company is not a public authority or body. Also, its core activities do not include the regular and systematic monitoring of data subjects on a large scale, nor processing on a large scale of special categories of data or personal data relating to criminal convictions and offenses. For these reasons, the GDPR does not obligate the Company to designate a data protection officer within the meaning of the GDPR.

last changed/updated: November 11, 2020