

PRIVACY POLICY

K. Venkanna Junior College

1. INTRODUCTION

K. Venkanna Junior College ("Institution," "we," "us," or "our") is committed to protecting the privacy and personal data of students, parents, visitors, and other individuals who interact with our website and services. This Privacy Policy outlines our practices regarding the collection, use, protection, and disclosure of personal information.

This policy applies to all information collected through our website (www.kvenkannajuniorcollege.in), mobile applications, admission inquiries, contact forms, and other digital platforms operated by K. Venkanna Junior College. By accessing our website and submitting information, you acknowledge and accept our privacy practices.

2. INFORMATION WE COLLECT

2.1 Personal Information Provided by Users

We collect information that you voluntarily provide to us, including but not limited to:

- Full name and date of birth
- Contact information (email address, phone number, mobile number)
- Residential and communication addresses
- Educational background and academic qualifications
- Course preferences and enrollment interests
- Parent/Guardian information (for students under 18 years)
- Medical or health-related information (if disclosed for specific needs)
- Payment and billing information
- Any additional information provided through inquiry forms or support requests

2.2 Technical Information Collected Automatically

When you visit our website, we automatically collect certain technical information:

- Internet Protocol (IP) address
- Browser type and version
- Operating system and device information
- Pages visited and time spent on each page
- Referring website or source
- Date and time of access
- Search queries and navigation patterns
- Click-through data and user interactions
- Geolocation data (approximate, non-precise)

2.3 Cookies and Similar Technologies

We use cookies and similar tracking technologies to enhance your browsing experience. These may include:

- Session cookies (temporary, deleted when you close your browser)
- Persistent cookies (stored on your device for extended periods)
- Web beacons and pixel tags
- Local storage technologies
- Analytics cookies to measure website performance

You may control cookie settings through your browser preferences. However, disabling cookies may affect certain website functionalities.

3. HOW WE USE YOUR INFORMATION

We use the information collected for the following purposes:

- Processing and responding to admission inquiries and applications
- Providing academic counseling and career guidance services
- Offering information about courses, programs, and scholarships
- Sending educational updates, announcements, and institutional news
- Communicating about events, workshops, and special programs
- Providing technical support and resolving website issues
- Conducting academic research and institutional analytics
- Maintaining accurate student and applicant records
- Complying with legal obligations and regulatory requirements
- Improving website functionality and user experience
- Preventing fraud and ensuring website security
- Analyzing trends to enhance our services
- Marketing and promotional communications (with prior consent)

We will not use your information for purposes incompatible with those listed above without obtaining your explicit consent.

4. COMMUNICATION CHANNELS

By providing your contact information, you consent to receive communications from us through the following channels:

- Email
- Phone calls (voice communication)
- SMS text messages
- WhatsApp and other messaging applications
- Push notifications (if you have enabled them)
- Postal mail
- Social media messaging

You may opt-out of specific communication types at any time by notifying us in writing or through the unsubscribe options provided in our communications.

5. THIRD-PARTY SERVICES AND INTEGRATIONS

We may employ trusted third-party service providers to facilitate our operations:

- Analytics Platforms: Google Analytics, Google Search Console, Hotjar Analytics
- Advertising and Marketing: Meta (Facebook) Pixel, Google Ads, LinkedIn Pixel
- Communication Services: WhatsApp Business API, Email service providers, SMS gateways, CRM platforms
- Hosting and Infrastructure: Cloud hosting providers, CDNs, Website security services
- Payment Processing: Secure payment gateways (for fees and transactions)

These service providers are contractually obligated to use your information solely for authorized purposes and in compliance with applicable data protection laws.

6. DATA SECURITY AND PROTECTION

K. Venkanna Junior College implements comprehensive administrative, technical, and physical security measures to protect your personal information:

- Encryption of data in transit using SSL/TLS protocols
- Secure data storage with access controls
- Regular security audits and vulnerability assessments
- Employee confidentiality agreements and training
- Firewall protection and intrusion detection systems
- Restricted access to personal information based on job responsibilities
- Regular backup procedures for data continuity
- Incident response procedures

While we implement robust security measures, no method of data transmission over the internet or electronic storage system is entirely secure. We cannot guarantee absolute security, and you use our services at your own risk. We recommend using strong passwords and keeping your account credentials confidential.

7. DATA SHARING AND DISCLOSURE

K. Venkanna Junior College does not sell, rent, lease, or trade personal information to third parties for commercial purposes. We may share information only in the following circumstances:

- With authorized service providers for operational and administrative functions
- When required by law, court order, or government authority
- To protect the rights, privacy, safety, or property of our institution or others
- In the event of institutional merger, acquisition, or restructuring
- With parents or guardians (for information about minor students)
- With academic or examination authorities as required
- With your explicit written consent

Any disclosure is made in compliance with applicable privacy laws and is limited to the minimum necessary information.

8. DATA RETENTION

We retain personal information for as long as necessary to fulfill the purposes for which it was collected, or as required by applicable law:

- Student records: Maintained for the duration of enrollment plus 5-7 years
- Admission inquiry data: Retained for 1-2 years from submission
- Website analytics data: Typically retained for 26 months
- Marketing communications: Retained as long as consent remains active
- Payment records: Retained per institutional and legal requirements (typically 7 years)
- Legal or compliance-related data: Retained for the retention period mandated by law

After the retention period expires, we securely delete or anonymize the information. In some cases, we may retain data for institutional historical records or to comply with legal obligations.

9. CHILDREN'S PRIVACY

K. Venkanna Junior College recognizes the importance of protecting children's privacy. As an educational institution, we collect information from students who may be minors:

- We require parental or guardian consent for collecting personal information from students under 18 years of age
- Student information is collected and maintained with appropriate safeguards
- Parents/guardians may request access to their child's information
- We do not knowingly collect information from children under 13 without parental consent
- We do not use children's information for marketing or third-party sharing without explicit consent

If we discover that we have collected information from a child under 13 without appropriate consent, we will promptly delete such information.

10. YOUR PRIVACY RIGHTS

Depending on your location and applicable privacy laws, you may have the following rights:

- Right to Access: Request access to the personal information we hold about you
- Right to Correction: Request correction or update of inaccurate information
- Right to Deletion: Request deletion of your personal data (subject to legal obligations)
- Right to Restrict Processing: Request limitations on how we use your information
- Right to Data Portability: Request a copy of your information in a portable format
- Right to Opt-Out: Withdraw consent or opt-out of specific communications
- Right to Lodge a Complaint: File a complaint with relevant data protection authorities
- Right to Know Why: Understand the reasons for processing your information

To exercise any of these rights, please contact us using the information provided in Section 13. We will respond to requests within 30 days or as required by applicable law.

11. EXTERNAL LINKS AND THIRD-PARTY WEBSITES

Our website may contain links to external websites, social media platforms, and third-party services. K. Venkanna Junior College is not responsible for:

- The privacy practices of external websites
- The security of third-party platforms
- The content or policies of linked websites
- Information you provide directly to third parties
- Cookies or tracking technologies used by external sites

We encourage you to review the privacy policies of external websites before providing personal information. This Privacy Policy applies exclusively to information collected through our official channels.

12. COMPLIANCE WITH LEGAL REQUIREMENTS

K. Venkanna Junior College complies with applicable privacy and data protection laws, including:

- India's Information Technology Act, 2000
- Applicable state regulations and educational institution rules
- GDPR requirements (for EU residents)
- CCPA principles (for California residents)
- Other applicable international privacy standards

We may disclose information when required by law enforcement, judicial process, or government authority.

13. POLICY UPDATES AND AMENDMENTS

We may update this Privacy Policy from time to time to reflect changes in:

- Legal and regulatory requirements
- Our data processing practices
- Technological advancements
- Website functionality and services

The updated version will be published on this page with a new "Last Updated" date. Continued use of our website following changes indicates your acceptance of the revised policy. We recommend reviewing this policy periodically to stay informed of updates.

14. CONTACT INFORMATION

For questions, concerns, or requests regarding this Privacy Policy or your personal data, please contact:

K. Venkanna Junior College

Street Number 1, near Bank of Baroda, beside More Supermarket, Laxmi Starch Colony, Snehapuri Colony, Tarnaka, Secunderabad, Telangana 500017, India

Phone: +91 8014448885 | +91 8014448887

Email: kvenkannaclass@gmail.com

Website: www.kvenkannajuniorcollege.in

15. FREQUENTLY ASKED QUESTIONS (FAQ)

Q1: Is my personal information secure with K. Venkanna Junior College?

A: Yes. We implement comprehensive security measures including encryption, secure storage, access controls, and regular security audits. However, no online system is 100% secure. We encourage you to use strong passwords and maintain confidentiality of your account information.

Q2: Does K. Venkanna Junior College share my information with third parties?

A: No. We do not sell, rent, or share your information for marketing purposes. We only share information with authorized service providers, when required by law, or with your explicit consent.

Q3: Can I request deletion or correction of my personal data?

A: Yes. You have the right to request access, correction, or deletion of your personal information. Submit your request in writing to the contact information provided in Section 13. We will respond within 30 days or as required by law.

Q4: Why does K. Venkanna Junior College collect personal information?

A: We collect information to process admissions, provide academic counseling, send course updates, maintain student records, improve our services, and comply with legal obligations.

Q5: How long do you retain my personal information?

A: Retention periods vary based on the type of information and legal requirements. Student records are typically retained for 5-7 years after enrollment, while admission inquiries are retained for 1-2 years. See Section 8 for detailed retention policies.

Q6: Do you use cookies on your website?

A: Yes. We use cookies and similar technologies to enhance user experience, analyze website performance, and measure analytics. You can disable cookies through your browser settings.

Q7: How can I opt-out of communications from K. Venkanna Junior College?

A: You can opt-out of specific communications by using the unsubscribe option in our emails, SMS messages, or by contacting us directly with your opt-out request.

Q8: What is your policy on collecting information from minors?

A: We collect information from students under 18 years with parental or guardian consent. Parents/guardians may request access to their child's information at any time. We maintain appropriate safeguards to protect children's privacy.

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This Privacy Policy is effective as of September 1, 2026, and may be updated periodically.