

IEC Privacy Notice

Introduction

IEC is an education institute, which offers educational programmes of English Language. This privacy notice explains how we use any personal information we collect about you.

What information do we collect about you?

We collect information about individuals when they register with us as students. We also collect information when students voluntarily complete student surveys, provide other forms of formal feedback, or participate in formal meetings or committees as part of the College's quality assurance structure. Furthermore, as part of the academic programmes provided, the College is required to collect and collate information related to the performance of a student on its programmes, such as assessment results. Finally, website usage information is collected using cookies.

How will we use the information about you?

We collect information about you to ensure the effective operation of our English language programmes, to fulfil our obligations with the awarding bodies of our programme (if applicable), to fulfil our legal obligations with the Garda National Immigration Bureau for the registration of non-EEA students (where applicable) and, if you agree, to email you about other programmes and services we think may be of interest to you.

We use your information collected from our website to personalise your repeat visits to our website.

IEC will not share your information for marketing purposes with other companies.

IEC will share your information with other bodies where it is obliged to do so. The prime examples of this are with our partner awarding bodies and the Garda National Immigration Bureau, for applicable students.

Marketing

We would like to send you information about our programmes and other services, or those of affiliated institutes, which may be of interest to you. If you have consented to receive marketing, you may opt out at a later date.

You have a right at any time to stop us from contacting you for marketing purposes.

Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of your personal information that IEC holds, please contact the designated person responsible for data protection. There will be no charge for this service.

Furthermore, we want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information that you think is inaccurate. There will be no charge for this service.

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity.

For further information visit www.aboutcookies.org or www.allaboutcookies.org.

You can set your internet browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However, in a few cases some of our website features may not function optimally as a result.

Other websites

Our website contains links to other websites. This privacy notice only applies to this website, so when you link to other websites you should read their own privacy notices.