

# Privacy Policy for Zeta Tutoring

## Your Privacy Matters to Us

At Zeta Tutoring ("we," "our," or "us"), safeguarding your privacy is one of our top priorities. This Privacy Policy explains how we collect, use, secure, and share your personal information when you interact with our services or visit our website.

## 1. Information We Collect

- Personal Information:
- Name
- Email Address
- Phone Number
- Payment Information (if applicable)

## 2. How We Use Your Information

- To provide and manage our tutoring services
- To communicate with you about inquiries, bookings, and updates
- To securely process payments
- To enhance and improve our website and services
- To comply with legal obligations

## 3. Sharing Your Information

We do not sell, rent, or share your personal information with third parties, except in the following cases:

- Service Providers: Trusted partners who help us deliver our services (e.g., payment processors, scheduling platforms)
- Legal Requirements: When required by law or in response to legal requests from authorities
- Business Transfers: In the event of a merger, acquisition, or sale of assets, your information may be transferred to the acquiring entity

## 4. Data Security

We employ technical and organizational safeguards to protect your personal data from unauthorized access, disclosure, alteration, or destruction. However, please note that no internet transmission or electronic storage method is entirely secure.

## 5. Your Rights

You have the right to:

- Access: Request a copy of the data we hold about you
- Correction: Request corrections to inaccurate or incomplete information
- Deletion: Request deletion of your personal data, unless we are legally required to retain it
- Opt-Out: Unsubscribe from marketing communications anytime via the link in our emails

## 6. Cookies & Tracking Technologies

Our website uses cookies and similar technologies to enhance your experience. You can adjust your cookie preferences in your browser settings.

## 7. Third-Party Links

We may provide links to external websites. Please be aware that we are not responsible for their privacy practices or content. We encourage you to review their privacy policies before sharing your information.

## 8. Updates to This Privacy Policy

We may revise this policy from time to time. The latest version will always appear on this page with the effective date updated. Please review periodically for any changes.

## 9. Contact Us

If you have any questions or concerns about our Privacy Policy or data practices, please contact us at:

Email: [team@zetatutoring.com](mailto:team@zetatutoring.com)

## 10. Payment, Refunds, and Fraud Prevention

- All payments are processed securely through trusted third-party payment providers.
- Payments must fully clear before any tutoring services are provided or refunds are issued.
- Refunds, if applicable, will only be made to the original payment method used.
- We do not accept overpayments or third-party payments, and we do not provide refunds for amounts not originally paid by you.
- If you receive a request to refund or return funds outside of our standard payment channels, please contact us immediately.
- We reserve the right to refuse or cancel services if fraudulent payment activity is suspected.
- To protect against fraud, please verify all payment details with us before initiating transactions.

Thank you for trusting Zeta Tutoring with your educational journey.