

Privacy Policy

NCCT is concerned about the privacy of its certificants, certification applicants, certification candidates, customers, volunteers, and others. This Privacy Policy discloses the information gathering and dissemination practices for the NCCT Website, [http: www.ncctinc.com](http://www.ncctinc.com) (the "Website").

By accessing or using the Website and/or providing any personal information to NCCT, you are accepting the practices described in this Privacy Policy. If you do not accept these practices, you must not access or use the Website or provide NCCT with your personal information.

Collected Information

All information collected on the Website is submitted voluntarily. NCCT may ask you to provide personal information, meaning individually identifiable information such as email address, name, mailing address, telephone number, or other information associated with individually identifiable information through the Website when you register for a user account to access the Website, and when you contact NCCT. NCCT may also collect publicly available information about you from other sources, such as information from newspapers, blogs, and commercial websites.

Sharing & Disclosure of Information

NCCT may disclose to carefully chosen third parties navigational and transactional information in the form of anonymous, aggregate usage statistics (including "page views" on this Website and the products herein) and demographics but only in forms that do not reveal a Website user's identity or confidential information, except as required by law, as needed in connection with legal proceedings, or unless we have received your consent.

NCCT may share aggregate certificate score information with NCCT's affiliated educational programs. NCCT does not share any individual score information with third parties without prior written approval or certification application acknowledgement of approval. NCCT certification status is available to the public on the Website.

The main purpose in gathering the information described above is to provide relevant information to NCCT certificants, certification applicants, certification candidates, customers and improve our Web content to serve the Website users' interests and needs. Except for the purposes stated in the Shared Information above, it is NCCT's general policy not to share or disclose any of the information collected on the Website with third parties without your consent. Notwithstanding the foregoing, NCCT will divulge any information collected from Website users on the Website if required to do so by law or as needed in connection with legal proceedings. In addition, in the event that NCCT's assets are assigned, Website users' information will be one of the transferred assets.

If you have specific requests concerning NCCT's disclosure of information practices, you may email vince@ncctinc.com of your request. In addition, information changes can be made by contacting vince@ncctinc.com or by logging into the Website with your user account.

Maintenance and Security of Personal Information

The personal information collected through the Website is maintained in a manner consistent with current industry standards. Your personal information is protected in several ways. Your personal information resides on servers that are protected by physical and electronic safeguards. Certain payment information and other personal information is encrypted using secure socket layer technology (SSL) to prevent unauthorized parties from viewing such information when it is transmitted to us.

Security Measures

The Website has security measures in place to protect the loss, misuse, and alteration of the information under NCCT's control. However, you should keep in mind that this Website is run on software, hardware, and networks, any component of which may, from time to time, require maintenance, experience problems or breaches of security.

Credit Card Account Information

Credit card numbers are used for the limited purpose of processing orders placed on the Website's online store. When your credit card information is transmitted to NCCT for validation, it is secured by encryption technology, which enables information to be sent over the Internet in an encrypted form to ensure protection against unauthorized access to your personal information. Notwithstanding the above, NCCT makes NO WARRANTY in respect of the strength or effectiveness of the encryption and NCCT is not responsible for events arising from unauthorized access of the information you provide. You are solely responsible for maintaining the confidentiality of your username and password and are responsible for any unauthorized use.

External Links

This Website may contain links to other sites. These links are provided solely as a convenience to you and not as an endorsement by NCCT of the third party or the contents of such third party websites. Because NCCT does not have any control over such third party websites, NCCT is not responsible for the privacy practices or the content of such websites and does not make any representations regarding the content or accuracy of materials on such third party websites. Clicking links to third party websites is performed at your own risk.

Registration and Password

You are responsible for maintaining the confidentiality of your information and password. You are responsible for all use associated with your registration and the compliance with all [Terms of Use](#). You agree to immediately notify NCCT of any unauthorized use of your password or account or any other breach of security.

Correspondence

If you correspond with NCCT via e-mail, the postal service, or other form of communication, NCCT may retain such correspondence and the information contained therein and use such to respond to your inquiry and notify you of other information concerning NCCT' products and services. NCCT does not release e-mail and postal address information to third parties except as set forth above. If you do not wish to receive correspondence from NCCT or have specific contact preferences, you may express your preferences by emailing vince@ncctinc.com informing NCCT of your preferences.

Notice to All Users

You can always contact vince@ncctinc.com if you wish to review any personal information NCCT may have about you. If NCCT has personal information about you, NCCT will provide you with a readable copy of such personal information at no charge. Factual errors in your personal information, including out-of-date information, can be corrected or updated after logging into the Website, or by sending NCCT a request that credibly shows NCCT' error. To protect your privacy and security, NCCT takes commercially reasonable steps to verify your identity before granting access to personal information or making corrections.

Cookies

Cookies are files that contain information created by a web server that can be stored on a Website user's hard disk for use either during a particular session ("per-session" cookie) or for future use ("persistent" cookie). NCCT uses cookies only to track session status. Cookies are not used to disseminate significant information about you over the Internet or to analyze any information that you have knowingly or unknowingly provided. You may instruct their Internet browsers to opt out of accepting cookies.

Privacy Policy Updates

NCCT reserves the right to change, modify, add, or remove portions of this Privacy Policy at any time. Changes to NCCT' Privacy Policy will be posted here so that Website users will know what information NCCT gathers, how NCCT might use that information, and whether NCCT will disclose it to anyone. NCCT encourages you to periodically review this page for the latest information on NCCT' privacy practices. If you have any questions about this privacy statement, you can contact vince@ncctinc.com. Thank you for visiting the Website.

Effective Date: May 2015