**Privacy Policy**

**Effective Date:** September 1, 2024

**Website:** <https://www.shemarenterprises.com/privacy-policy>

Shemar Enterprises, LLC (“we,” “our,” or “us”) is committed to protecting your privacy and ensuring transparency in how we collect, use, and share your personal information. This Privacy Policy applies to all users of our website, services, and communications.

**What Personal Information We Collect**

We may collect the following types of personal information when you interact with our website, register for courses, or communicate with us:

* **Contact Information:** Name, email address, phone number, mailing address
* **Educational Information:** Course enrollment, certification status, tutoring history
* **Payment Information:** Billing address and transaction details (processed securely via third-party providers)
* **Communication Preferences:** Consent to receive emails, SMS messages, or other updates
* **Technical Data:** IP address, browser type, device information, and usage analytics

**How Personal Information Is Used**

We use your personal information to:

* Provide educational services, including course access, tutoring, and certification prep
* Communicate important updates, reminders, and resources
* Personalize your learning experience and support needs
* Process payments and manage your account
* Improve our website, services, and branded environments
* Comply with legal obligations and industry standards

**SMS consent is not shared with third parties.**

You may opt out of SMS communications at any time by following the instructions provided in each message.*SMS consent is not shared with third parties or affiliates.*

**Who Personal Information Is Shared With**

We do ***not*** sell or rent your personal information. We may share limited data only in the following circumstances:

| **Recipient Type** | **Purpose** |
| --- | --- |
| **Service Providers** | To process payments, host platforms, or deliver communications |
| **Legal Authorities** | If required by law, subpoena, or legal process |
| **Internal Team** | To support your educational experience and ensure quality service |

**Accessibility & Placement**

To ensure transparency and compliance:

* A link to this Privacy Policy is included in the footer of every page on our website
* You can access the full policy anytime at: <https://www.shemarenterprises.com/privacy-policy>

If you'd like help drafting the consent language for your forms or designing a footer layout that integrates this policy seamlessly, I’d be happy to assist.

**Contacts:**

For questions about ***Shemar Enterprises, LLC*** policies or privacy notices, please ask your course instructor or contact Sheena Washington, President/Owner at (765) 263-3669 or ***ShemarEnterprises@gmail.com.***

**New Student Requirements:**

As a new student, I acknowledge and accept ***Shemar Enterprises, LLC*** **Notices and Complaints** and have access to the owner's contact information.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Revised: 09/05/2024**