

**Important Note:** Please be advised that this document provides an explanation and is not a legal translation of the official privacy notice generated under the legal regulations of Mexico by INAI\*. For the precise legal terms and conditions, please refer to the original Spanish version.

\* INAI (Instituto Nacional de Transparencia, Acceso a la Información y Protección de Datos Personales) is an autonomous Mexican body responsible for data protection and access to information, similar in function to the Office of the Privacy Commissioner of Canada.

## PRIVACY NOTICE

**Saskatchewan Language Centre (operating as Saskool – Online Language Solutions).**

**Location:** Monte Pellegrino Avenue S/N, Punta Palermo Neighbourhood, Ojo de Agua City, Tecámac de Felipe Villanueva Municipality, Postal Code 55767, State of Mexico, Mexico.

**Website:** <https://saskool.org/>

Saskatchewan Language Centre, operating as Saskool – Online Language Solutions (hereinafter referred to as "Saskool"), is responsible for the collection, use, and protection of your personal data. This notice is provided to inform you of our practices regarding your personal information.

### **Purposes for Which We Will Use Your Personal Data:**

The personal data we collect from you will be utilized for the following purposes, which are necessary for the provision of the services you have requested:

- Creation, management, and optimization of your Personal Dashboard within the website <https://saskool.org/> and the tools related to the language course within Google Workspace.
- Management of ongoing communications via social media, email, or other digital technologies concerning your course progress, academic events, and reminders for class attendance, payments, or other information related to the Language Centre or your academic performance.

### **Personal Data We Will Use for These Purposes:**

To fulfill the purposes outlined in this privacy notice, we will use the following categories of personal data:

- Name
- Identification Data
- Contact Data

### **Your Rights to Access, Rectify, Cancel, and Oppose (ARCO Rights):**

Under Mexican law, you have certain rights regarding your personal data, commonly referred to as **ARCO rights**. This acronym stands for:

- **Access (Acceso):** The right to know what personal data we hold about you, the purposes for which it is used, and the conditions of its use.
- **Rectification (Rectificación):** The right to request the correction of your personal information should it be outdated, inaccurate, or incomplete.
- **Cancellation (Cancelación):** The right to request the deletion of your personal data from our records or databases when you believe its retention is no longer appropriate.
- **Opposition (Oposición):** The right to object to the use of your personal data for specific purposes.

To exercise any of your ARCO rights, you must submit a request through the following means: via our online portal or by email.

For detailed information regarding the procedure and requirements for exercising your ARCO rights, please contact us at [hola@saskool.org](mailto:hola@saskool.org).

The contact details for the individual or department responsible for addressing ARCO rights requests are as follows:

a) Name of the Person or Department for Personal Data: Walter A. Quiroz

b) Address: Monte Pellegrino Avenue S/N, Punta Palermo Neighbourhood, Ojo de Agua City, Tecámac de Felipe Villanueva Municipality, Postal Code 55767, State of Mexico, Mexico

c) Email: [walter.quiroz@saskool.org](mailto:walter.quiroz@saskool.org)

d) Phone Number: +52 55 7616 8331

### **Withdrawal of Your Consent:**

You retain the right to withdraw your consent to the processing of your personal data at any time. However, please be advised that we may not be able to immediately accommodate your request or cease all use of your personal data in all circumstances, as we may be required to continue processing your personal data due to legal obligations. Furthermore, please note that for certain purposes, the withdrawal of your consent may preclude us from providing the requested service or may necessitate the termination of our relationship.

To withdraw your consent, you must submit your request via email addressed to [walter.quiroz@saskool.org](mailto:walter.quiroz@saskool.org).

For comprehensive information regarding the procedure and requirements for withdrawing your consent, please contact us at [hola@saskool.org](mailto:hola@saskool.org).

### **Limiting the Use or Disclosure of Your Personal Information:**

To limit the use or disclosure of your personal information, please contact us at [hola@saskool.org](mailto:hola@saskool.org).

### **Use of Tracking Technologies on Our Website:**

Please be informed that we employ cookies, web beacons, or other tracking technologies on our website to monitor your online behaviour and to enhance the service and browsing experience we provide.

The personal data collected through these technologies will be utilized for the following purposes:

- Ongoing management and optimization of online resources to improve the user experience.

The personal data we obtain from these tracking technologies include:

- Identifiers, username, and passwords of a user session
- Preferred language of the user
- Region where the user is located
- Type of browser used by the user
- Type of operating system used by the user
- Date and time of the commencement and termination of a user session

### **How You Can Learn About Changes to This Privacy Notice:**

This privacy notice may be subject to modifications, changes, or updates due to evolving legal requirements, our operational needs, our privacy practices, alterations in our business model, or other pertinent reasons. We are committed to keeping you informed of any revisions to this privacy notice through: <https://saskool.org/privacy/#notice>.

Notifications of changes or updates to this privacy notice will be disseminated through the following procedure: Any modification will be communicated on our online portal and may also be published on our social media platforms or transmitted via WhatsApp message or other instant messaging applications on mobile devices.

**Last Updated:** May 9, 2025