

Grow Mind Learning Institute Privacy Policy

Last Updated: November 17, 2023

Grow Mind Learning Institute ("**Grow Mind**") is committed to protecting your privacy. We have prepared this Privacy Policy to describe to you our practices regarding the Personal Data (as defined below) we collect from users of our website, located at growmind.com (the "**Site**") and its associated online services ("**Services**").

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1. Questions; Contacting Grow Mind; Reporting Violations; Notice to California Residents.

If you have any questions or concerns or complaints about our Privacy Policy or our data collection or processing practices, if you are a parent and have questions or concerns about your child's participation in this Site, or if you want to report any security violations to us, please contact us at the following address or email address:

Grow Mind Learning Institute
2930 Domingo Ave #1236
Berkeley, CA 94705
support@growmind.org

California Civil Code Section 1798.83 permits our visitors who are California residents to request certain information regarding our disclosure of personal

information to third parties for their direct marketing purposes. To make such a request, please send an email to or write us: at support@growmind.org or via regular mail at:

Grow Mind Learning Institute
2930 Domingo Ave #1236
Berkeley, CA 94705

2. User Consent.

We encourage you to read this Privacy Policy before using the Site, and not to use the Site if you disagree with any part of this Privacy Policy. By using this Site or by submitting Personal Data through our Site or Services, you agree to the terms of this Privacy Policy and you expressly consent to the collection, use and disclosure of your Personal Data in accordance with this Privacy Policy.

3. Children's Privacy.

We recognize the need to provide further privacy protections with respect to children's personal information that we may collect through the Site. When we intend to collect children's personal information, we take additional steps to protect children's privacy, including:

- Notifying parents about our information practices with regard to children;
- Limiting our collection of children's personal information to no more than is reasonably necessary to participate in an online activity;
- If a child sends us a question or request, using the child's email address or other personal information provided by the child solely for purposes of responding to that one-time request; and
- Providing parents with access to, and the ability to request changes to or deletion of, children's personal information that we have collected.

If a child wants to register an Account on our Site or provide us with any personal information, and your child is under 13 years old, we require the child to submit a parent's email address or telephone number. We use the parent's email address and/or telephone number to seek parental consent for the child registering with our Site and submitting volunteer applications, and to explain what information we are collecting, how we plan to use it, and how the parent can revoke consent or request at any time that we remove the account and delete any personal information collected from the child (including the parental contact information). If the parent does not consent, we delete the information submitted by the child.

If you believe your child is participating in an activity that collects personal information and you or another parent/guardian have NOT consented, or if you no longer wish for your child to have an Account on the Site or for us to maintain your child's applications, please feel free to contact us at support@growmind.org and we will delete your child's account, applications and the parental contact information.

We may use information collected from children during the Site registration/application process (such as user name and password) to create and maintain the child's Account on our Site, in connection with their participation in volunteer activities or other Grow Mind events and programs, and otherwise in accordance with this Privacy Policy.

4. A Note to Users Outside of the United States.

If you are a non U.S. user of the Site, by visiting the Site and providing us with data, you acknowledge and agree that your Personal Data may be processed for the purposes identified in the Privacy Policy. In addition, your Personal Data may be processed in the country in which it was collected and in other countries, including the United States, where laws regarding processing of Personal Data may be less stringent than the laws in your country. By providing your data, you consent to such transfer.

5. Types of Data We Collect.

"Personal Data" means data that allows someone to identify or contact you, including, for example, your name, address, telephone number, e-mail address, as well as any other non-public information about you that is associated with or linked to any of the foregoing data. **"Anonymous Data"** means data that is not associated with or linked to your Personal Data; Anonymous Data does not, by itself, permit the identification of individual persons. We collect Personal Data and Anonymous Data, as described below.

(a) Information You Provide to Us.

- We may collect Personal Data from you, such as your first and last name, e-mail and mailing addresses, professional title, company/school name, and password if you create an account on our Site ("**Account**"). In addition, Service Providers may collect such information from you in connection with creating accounts on their sites or making a donation. If you are a parent, you may also optionally choose to provide us with the ages and gender of

your children and information on any special services they may need while participating in one of our programs/events. If the Account owner is under the age of 18, we also ask for birthdate information (month and year only).

- When you make a donation, become a member, apply to become a volunteer, or register for a program or event on our Site, we will collect all information necessary to complete the transaction, including your name, credit card information, and address. This information may be collected by and/or shared with third parties who help process and fulfill your transaction. When you submit credit card numbers, we encrypt that information using industry standard technology.
- Visitors to the Site may register and opt-in to receive the Grow Mind email newsletter by providing their email address (children under 13 cannot opt-in for this email newsletter).
- If you provide us feedback or contact us via e-mail, we will collect your name and e-mail address, as well as any other content included in the e-mail, in order to send you a reply.
- When you participate in one of our surveys, we may collect additional profile information.
- We may also collect Personal Data, such as at other points in our Site that state that Personal Data is being collected.

(b) Information Collected by Our Service Providers.

- We use third-party service providers (the "**Service Providers**"), to handle donations, membership fees and program/event fees submitted to our Site. If you wish to make a payment through the Site, you will be directed to a webpage that is hosted by the Service Provider (or its service providers) and not by us (such page, the "**Payment Service Page**"). Any Personal Data that you provide through the Payment Service Page will be collected directly by the Service Provider rather than by us, and will be subject to the Service Provider's privacy policy rather than this Privacy Policy. We have no control over, and shall not be responsible for, the Service Provider's use of information collected through the Payment Service Page. Please note that this privacy policy does not address the collection and use of information through the payment service page, or the privacy or information practices of the Service Providers.

(c) Information Collected via Technology.

- Information Collected by Our Servers. To make our Site and Services more useful to you, our servers (which may be hosted by a third party service provider) collect information from you, including your browser type, operating system, Internet Protocol ("**IP**") address (a number that is automatically assigned to your computer when you use the Internet, which may vary from session to session), domain name, and/or a date/time stamp for your visit.
- Log Files. As is true of most websites, we gather certain information automatically and store it in log files. This information includes IP addresses, browser type, Internet service provider ("**ISP**"), referring/exit pages, operating system, date/time stamp, and clickstream data. We use this information to analyze trends, administer the Site, track users' movements around the Site, gather demographic information about our user base as a whole, and better tailor our Services to our users' needs. For example, some of the information may be collected so that when you visit the Site or the Services again, it will recognize you and the information could then be used to serve advertisements and other information appropriate to your interests. Except as noted in this Privacy Policy, we do not link this automatically-collected data to Personal Data.
- Cookies. Like many online services, we use cookies to collect information. "**Cookies**" are small pieces of information that a website sends to your computer's hard drive while you are viewing the website. We may use both session Cookies (which expire once you close your web browser) and persistent Cookies (which stay on your computer until you delete them) to provide you with a more personal and interactive experience on our Site. This type of information is collected to make the Site more useful to you and to tailor the experience with us to meet your special interests and needs.
- How We Respond to Do Not Track Signals. We do not currently respond to "do not track" signals or other mechanisms that might enable consumers to opt out of tracking on our Site.
- Google Analytics. We use Google Analytics to help analyze how users use the Site. Google Analytics uses Cookies to collect information such as how often users visit the Site, what pages they visit, and what other sites they used prior to coming to the Site. We use the information we get from Google Analytics only to improve our Site and Services. Google Analytics collects only the IP address assigned to you on the date you visit the Site, rather than your name or other personally identifying information. We do not combine the information generated through the use of Google Analytics with your Personal Data. Although Google Analytics plants a persistent Cookie

on your web browser to identify you as a unique user the next time you visit the Site, the Cookie cannot be used by anyone but Google. Google's ability to use and share information collected by Google Analytics about your visits to the Site is restricted by the Google Analytics Terms of Use and the Google Privacy Policy.

6. Use of Your Data.

(a) Use of Your Personal Data. In general, Personal Data you submit to us is used either to respond to requests that you make, or to aid us in serving you better. We use your Personal Data in the following ways:

- facilitate the creation of and secure your Account on our network;
- identify you as a user in our system;
- provide improved administration of our Site and Services;
- process requests made through our Site and to provide the Services you request, including requests to receive our newsletter;
- provide donation and membership processing;
- recognize donors in public listings (you have the option if you prefer to remain anonymous);
- improve the quality of experience when you interact with our Site and Services;
- send you a welcome e-mail to verify ownership of the e-mail address provided when your Account was created;
- send you administrative e-mail notifications, such as security, or support and maintenance advisories;
- provide information on, and respond to your inquiries related to, volunteer opportunities or other requests;
- provide data for internal business purposes, such as data analysis, audits and so forth;
- make telephone calls to you, from time to time, as a part of secondary fraud protection or to solicit your feedback; and
- send newsletters, surveys, offers, and other promotional materials related to our Services and for other marketing purposes of Grow Mind.

(b) Use of Anonymous Data. Because Anonymous Data does not personally identify you, we may use or disclose such information for any purpose. For instance, we may compile and share aggregate data about the ages, geographic locations or other demographics, provided that this information does not personally

identify anyone. Aggregated data may be shared with vendors who maintain the Site, as well as with our Board of Directors and potential donors.

(c) Use of Information Collect via Technology. We use information collected via cookies, web beacons and other technologies to personalize your visit. With this data, we can provide content applicable to your general location and interests. We use this information to administer and improve your experience on our Site, to help diagnose and troubleshoot potential server malfunctions and to gather broad demographic information.

7. Disclosure of Your Personal Data.

We disclose your Personal Data as described below and as described elsewhere in this Privacy Policy.

(a) Third Party Service Providers. We may share your Personal Data with third party service providers to: provide you with the Services that we offer you through our Site; to conduct quality assurance testing; to facilitate creation of accounts; to facilitate email and newsletter delivery; to process donations, payments, membership applications, volunteer applications and event/program signups; to provide technical support; and/or to provide other services to the Grow Mind. These third party service providers are required not to use your Personal Data other than to provide the services requested by Grow Mind.

(b) Restructuring. We may share some or all of your Personal Data in connection with or during negotiation of any merger, financing, acquisition or dissolution, transaction or proceeding involving sale, transfer, divestiture, or disclosure of all or a portion of our business or assets. In the event of an insolvency, bankruptcy, or receivership, Personal Data may also be transferred as a business asset. If another organization acquires our organization, business, or assets, that organization will possess the Personal Data collected by us and will assume the rights and obligations regarding your Personal Data as described in this Privacy Policy.

(c) Other Disclosures. Regardless of any choices you make regarding your Personal Data (as described below), Grow Mind may disclose Personal Data if it believes in good faith that such disclosure is necessary (a) in connection with any legal investigation; (b) to comply with relevant laws or to respond to subpoenas or warrants served on Grow Mind; (c) to protect or defend the rights or property of Grow Mind or users of the Site or Services; and/or (d) to investigate or assist in

preventing any violation or potential violation of the law, this Privacy Policy, or our Terms of Use.

8. Third Party Websites.

Our Site may contain links to third party websites. When you click on a link to any other website or location, you will leave our Site and go to another site and another entity may collect Personal Data or Anonymous Data from you. We have no control over, do not review, and cannot be responsible for, these outside websites or their content. Please be aware that the terms of this Privacy Policy do not apply to these outside websites or content, or to any collection of your Personal Data after you click on links to such outside websites. We encourage you to read the privacy policies of every website you visit. The links to third party websites or locations are for your convenience and do not signify our endorsement of such third parties or their products, content or websites.

9. Your Choices Regarding Your Information.

You have several choices regarding use of information on our Services:

(a) Email Communications. We will periodically send you free newsletters and e-mails that directly promote the use of our Site or Services. When you receive newsletters or promotional communications from us, you may indicate a preference to stop receiving further communications from us and you will have the opportunity to "opt-out" by following the unsubscribe instructions provided in the e-mail you receive or by contacting us directly (please see contact information above). Despite your indicated e-mail preferences, we may send you service related communications, including notices of any updates to our Terms of Use or Privacy Policy.

(b) Cookies. If you decide at any time that you no longer wish to accept cookies from our Service for any of the purposes described above, then you can instruct your browser, by changing its settings, to stop accepting cookies or to prompt you before accepting a cookie from the websites you visit. Consult your browser's technical information. If you do not accept cookies, however, you may not be able to use all portions of the Service or all functionality of the Service. If you have any questions about how to disable or modify cookies, please let us know at the contact information provided above.

(c) Changing or Deleting Your Personal Data. All users may review, update, correct or delete their Personal Data by contacting us. We will use commercially

reasonable efforts to honor your request. We may retain an archived copy of your records as required by law or for legitimate business purposes.

10. Security of Your Personal Data.

Grow Mind is committed to protecting the security of your Personal Data. We use a variety of industry-standard security technologies and procedures to help protect your Personal Data from unauthorized access, use, or disclosure. No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, while Grow Mind uses reasonable efforts to protect your Personal Data, Grow Mind cannot guarantee its absolute security.

11. Changes to This Privacy Policy.

This Privacy Policy is subject to occasional revision, and if we make any material changes in the way we use your Personal Data, we will notify you by sending you an e-mail to the last e-mail address you provided to us and/or by prominently posting notice of the changes on our Site. Any changes to this Privacy Policy will be effective upon the earlier of thirty (30) calendar days following our dispatch of an e-mail notice to you or thirty (30) calendar days following our posting of notice of the changes on our Site. These changes will be effective immediately for new users of our Service. Please note that at all times you are responsible for updating your Personal Data to provide us with your most current e-mail address. In the event that the last e-mail address that you have provided us is not valid, or for any reason is not capable of delivering to you the notice described above, our dispatch of the e-mail containing such notice will nonetheless constitute effective notice of the changes described in the notice. If you do not wish to permit changes in our use of your Personal Data, you must notify us prior to the effective date of the changes that you wish to deactivate your Account with us. Continued use of our Site or Service, following notice of such changes shall indicate your acknowledgement of such changes and agreement to be bound by the terms and conditions of such changes.