

Privacy Policy

This web site is owned and operated by Plural Publishing, Inc., with headquarters at 5521 Ruffin Road, San Diego, CA, USA, and its affiliates ("Plural Publishing", "we", "our", or "us"). This privacy policy ("Privacy Policy") explains to our customers and visitors ("you", "your") how we collect, use and disclose personal information that we obtain through this web site.

General information: Plural Publishing, Inc. is committed to responsible internet citizenship and the privacy of our customers and those visiting our website. Our user information is carefully safeguarded, and is never sold or marketed to third parties.

Data Collection: Plural Publishing is dedicated to protecting the privacy of all personal information collected through this website. We may collect personal information during the checkout process used to access certain portions of our website or to use other functions or features, as noted. Plural Publishing may collect and use personally identifiable information including, but not limited to, the following: name, address, phone number, fax number, email address, employer, title, course information, credit card information, and IP address. Any demographic information we request is generally used in aggregate form for various analyses conducted by Plural Publishing regarding our website and related materials. Plural Publishing also collects general use information that does not specifically identify you.

Use of Information Collected on Plural Publishing's Site: We use personal information to provide the highest quality of service to our customers, prospects, and general visitors to this website. This may include using and reporting of de-identified, anonymous, aggregated data. In addition to the specific purposes for which we collect certain data, as described further in this Privacy Policy, Plural Publishing may collect personal information in connection with any online employment applications, or so that we can contact you, provide materials to you upon your request, keep you posted on new Plural Publishing products and services, track your orders, register you, send relevant messages via e-mail or postal mail, or for any other purpose identified when personal information is collected. The Plural Publishing website provides a way to indicate that you do not wish to receive these messages in which case we will remove your information from the appropriate list.

Shopping cart/Review Copy Cart: Both our online Shopping Cart and our Exam Copy Cart use your email address to track your order. This allows us to automatically send you a receipt and a shipping confirmation electronically, and to contact you in case of a problem or a need for more information to process your order. We reserve the right to send you periodic communications for marketing and promotional purposes. When you order from us, we may ask you at the end of your order if you would like to receive email (see below), but you will not be signed up automatically. You will need to manually click

the indicated link, choose one or more product categories, and then submit a form to get signed up for email updates.

Email: Our email messages are based on an opt-in system, and are not considered unsolicited commercial email (SPAM). If you received such a message from us, someone using that address signed up to receive our messages. If you are the owner of this account and did not sign up, you may remove your email address by clicking the unsubscribe link at the bottom of the email. This will permanently remove your address from Plural Publishing email distribution list unless you choose to join again later.

Information Sharing: Plural Publishing will not sell, rent, trade or lease your personal information to others unless we have requested to do so and have received your permission, provided, however, that you authorize Plural Publishing to disclose your personal information to others under the following circumstances: We may, and you authorize Plural Publishing to, transfer your personal information to any Plural Publishing affiliate (or business partner or agent acting on our behalf) worldwide for purposes described herein. Such Plural Publishing affiliates, business partners, and agents will be under the same obligations as is Plural Publishing under this Privacy Policy. We may be required to transfer your personal information by law or under a court order or in connection with an organizational change, such as a merger or acquisition by another company or the sale of Plural Publishing's assets. If Plural Publishing, in its sole discretion, determines that that a transfer is necessary to protect the rights, property, or safety of Plural Publishing or its personnel, or this site or its users, then we may also share your personal information. Any personal information and student and faculty data collected or used in connection with Plural Publishing Product Use, may be shared with third parties as described in each applicable Plural Publishing product and related Plural Publishing terms of use, with necessary consents as may be required and also described therein.

Data Protection: Plural Publishing is committed to ensuring the security of your information. We use industry-standard processes designed to protect sensitive data, however, because of the nature of internet, we cannot guarantee the security of the information you transmit, so you should take precautions to protect your personal information when you are on the internet, such as changing passwords often, using a combination of letters and numbers when creating passwords, and using a secure browser.

Consent: By use of the Plural Publishing website, and entry of any personal information into this site or in any Plural Publishing program accessed through our website, you are consenting to the collection, use, and transfer of your personal information as outlined in this Privacy Policy. If you are located outside the United States, your use and entry of personal information into this site constitutes your consent to the transfer of your personal information into the United States. Although we do not normally collect any sensitive personal information (such as ethnicity or race, religious beliefs or medical conditions), your entry of any such sensitive information on this web site is your express consent to the collection, use and transfer of such information.

Cookies and other Tracking Devices: Plural Publishing may use cookies, IP addresses, and other passive tracking devices to collect aggregate statistics about our website. We use this information to monitor the performance of this site so we can improve its use and add features and programs to make it more effective. Plural Publishing may also disclose this aggregate information to third parties. You may choose to set your browser settings to disable cookies, however, please note that if you do so, you may not be able to complete certain activities or access certain information on our web site.

Surveys and Drawings: From time-to-time, Plural Publishing may request information from users via surveys or drawing entries. Participation in these surveys or drawings is completely voluntary, so you can decide whether you want to provide the information. Information requested may include contact information (such as name and address), and demographic information (such as postal code, age range). If you give Plural Publishing information in connection with an Plural Publishing drawing, survey, or similar promotion, you agree that we can use that information to manage those activities. Contact information will be used to notify the winners and award prizes, if applicable.

Revisions to this Privacy Policy: Plural Publishing reserves the right to revise this Privacy Policy at any time, without notice, so please review this Privacy Policy frequently. Each version of this Privacy Policy will have a date, as noted below.

Feedback: If you have any questions or comments about Plural Publishing's Privacy Policy, please contact us by email at information@pluralpublishing.com

Plural Publishing Privacy Policy (Rev July2013)