



PRIVACY POLICY

1. Our promise to you

At Puentes Abroad LLC (Puentes), one of our top priorities is making sure that the information we have about you is protected and secure. We value our relationship with you and are absolutely committed to preserving your privacy.

2. Information we collect

For each visitor to our web page, our web server does not recognize information regarding the domain or e-mail address. We collect information by the visitors who complete forms, such as the Application Form, Contact Form, resumes, and letters of recommendation, as part of our customer service and the internship placement process.

Email: We maintain an internal email list of all people who have had email correspondence or enrolled in our programs. We may occasionally use this list to send updates and announcements about Puentes programs. You are never under any obligation to remain on the email list and can remove your name from the list at any time by sending a request to info@puentesabroad.com.

Post: If you supply us with your postal address on-line, you may receive periodic mailings from us with information on updates and announcements. If you do not wish to receive such mailings, please let us know by sending a request to info@puentesabroad.com. Please provide us with your exact name and address. We will be sure your name is removed from our mailing list.

Phone: Persons who supply us with their telephone numbers on-line will only receive telephone contact from us regarding information they have requested on-line.

3. Digital content release

By submitting photos, videos, comments, and other digital content to Puentes via Facebook, Instagram, or any other social media or digital platform, you grant Puentes a non-exclusive, transferable, royalty-free, worldwide license to use any content that you post on Puentes media platforms, or in connection with Puentes.

4. How we share information

The email list we maintain is for internal use only and will not be sold or conveyed to any party outside of Puentes. Further, we do not exchange Email lists with any other company. With respect to Ad Servers: We do not partner with or have special relationships with any ad server companies. We will only share email addresses as required by law. We do not share any personal information about our program participants or their families with anyone external to Puentes, unless required by law.



5. How we protect information

We have appropriate security measures in place in our physical facilities to protect against the loss, misuse or alteration of information that we have collected from you at our site. All information is kept in locked files or electronic files that are password protected and whose access rights are restricted to only those Puentes staff members who have a need to know.

6. Cookies

We use “cookies” to monitor how people use our website. A cookie is not software and therefore cannot alter your computer or computer files or software in any way. It is simply a piece of information that is stored on your computer’s hard drive which records how you have used the Puentes website. Our cookie records no other information than that which is related to Puentes. If you do not want us to use cookies in your browser, you can alter your browser settings to reject cookies or to alert you when a website tries to put a cookie on your computer.

7. Access to your information

If you would like to know exactly what personal information Puentes has collected about you, we will be happy to share it with you. This includes transaction information (e.g., dates on which you made payments, amounts and types of payments), communications that the consumer/visitor has directed to our site (e.g., e-mails, customer inquiries), and contact information (e.g., name, address, phone number). Please email info@puentesabroad.com with a request to review this information.

8. Changes to this privacy policy

Puentes may update this Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on the site. You are advised to review this Privacy Policy periodically for any changes.

Contact us at info@puentesabroad.com if you have any questions regarding this policy.