

Privacy Policy

1. Purpose of Processing Personal Information

CodemyEdu Pte. Ltd. (hereafter "CodemyEdu") processes personal information for the following purposes and does not use it for purposes other than the following purposes.

- 1) Identification of customers, confirmation of identity of customers, identification and certification by service provision to customer(s), maintenance of membership status, settlement of payment by supplying goods or services, supply / delivery of goods or services, etc.

2. Processing and Retention of Personal Information

- 1) CodemyEdu shall process and retain personal information within the period of holding and using personal information in accordance with the period of holding or using personal information agreed upon when collecting personal information from information subject.
- 2) Specific personal information processing and retention periods are as follows.
 - ① In principle, CodemyEdu discards user's personal information when he/she subscribes. However, if you are obligated to keep the information for a certain period of time as determined by the bond or debt or related authorities, you will retain the personal information during that period.
 - ② If you want to keep the information for a certain period of time in laws and ordinances of related authorities such as contracts, withdrawal of subscriptions, settlement of accounts, goods, etc. in e-commerce, CodemyEdu will keep personal information according to the regulations and do not use for other purposes.

3. Rights and Obligations of Information Subject and Legal Representative and Method of the Event

The user may exercise the following rights as the subject of personal information.

- 1) The users or their legal representatives, as main agents of the information, may exercise the following options regarding the collection, use and sharing of personal information to CodemyEdu.
 - ① exercise right to access to personal information
 - ② make corrections or deletion If there is an error.
 - ③ request the withdrawal of their consent provided before.
 - ④ make temporary suspension of treatment of personal information
 - ⑤ delete

4. Personal Information to be Collected and Processed

- 1) CodemyEdu handles the following personal information items.

- ① Required items: Name, email address, password, login ID, service history, cookies, payment history, and identification information of overlapped membership
- ② Optional items: gender, date of birth, name, legal representative's name, legal representative's mobile phone number

5. Destruction of personal information

In principle, CodemyEdu, without delay, destroys personal information when the purpose of processing personal information is achieved. The procedures, deadlines and methods of destruction are as follows.

1) Destruction procedure

The information entered by the user is transferred to a separate DB after completion of the purpose (separate documents in the case of paper) and is stored or temporarily destroyed after a certain period of time according to internal policies and other related laws. At this time, personal information transferred to DB will not be used for any other purposes except by law.

2) Period of destruction

In the case where the personal information of the user has elapsed, within 5 days from the end of the holding period, and when the personal information such as attaining purpose of processing personal information, abolishing the service, CodemyEdu destroys the personal information within five days from day when processing of information is recognized as unnecessary.

6. Installation, Operation and Rejection of Automatic Collection Device of Personal Information

- 1) CodemyEdu uses 'cookies' to store usage information and to retrieve it from time to time to provide customized services.
- 2) Cookies are a small amount of information sent by the server used to run the website to the user's computer browser and may be stored on the hard disk of the user's PC.
 - ① Purpose of Cookies: It is used to provide optimized information to users by identifying the types of visits and usage of each service and websites visited by users, popular queries, security access, and so on.
 - ② Installation of Cookies • Operation and Rejection: You can decline the saving of cookies by setting the option in the Tools> Internet Options> Privacy menu at the top of your web browser.
 - ③ If you refuse to store cookies, you may have difficulty using customized services.

7. Personal Information Protection Officer

- 1) CodemyEdu is responsible for the handling of personal information, and has designated the person responsible for personal information protection as follows for the complaint handling and

damage relief of the information subject related to personal information processing.

► Personal information protection officer

Name	Hwang, Jeonghyun
Position	Founder
Tel	82-02-853-7230
Fax	82-02-853-7229
E-mail	okok119@naver.com

- 2) By using CodemyEdu's service, you can inquire about personal information protection related complaints, complaints, and damages relief. CodemyEdu will respond to inquiries from the information subject without delay and handle them.

8. Change of Personal Information Processing Policy

- 1) This personal information processing policy will be applied from the effective date. If there are additions, deletions and corrections of the changes according to laws and policies, CodemyEdu will notify them through announcements 7 days before the implementation of the changes.

9. Measures to Ensure the Security of Personal Information

CodemyEdu carries out the following technical, administrative and physical measures to ensure safety.

- 1) Minimization and training of personal information handling staff
Employees who deal with personal information are designated and limited to the person in charge, and measures are taken to minimize personal information.
- 2) Establishment and enforcement of internal management plan
CodemyEdu has established and implemented an internal management plan for the safe handling of personal information.
- 3) Technical measures against hacking
CodemyEdu installs a security program, periodically updates and checks the system, installs the system in an area controlled from outside and technically and physically monitors and blocks it to prevent leakage and damage of personal information by hacking or computer virus.
- 4) Encryption of personal information
The personal information of the user is encrypted and stored and managed so that only the user can know it, and the important data use separate security functions such as encrypting the file and transmission data or using the file lock function.
- 5) Prevention of storing and forgery of connection record
CodemyEdu maintains and manages the records of access to the personal information processing system for at least six months and uses the security function to prevent forgery, theft and loss

of access records.

6) Access control to unauthorized persons

CodemyEdu has set up a separate physical storage area for personal information and has set up access control procedures.

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