

Notice of Privacy

Dear parents, students, and the general public,

Formación Educación y Cultura, S.C. (Escuela Tomás Alva Edison) and/or subsidiary companies and/or related ones, does not collect or store personal data information with the intention of disclosing them or for commercial purpose. Notwithstanding, the protection, safety, secrecy, and safeguarding of the information you entrust to us with is a priority for us. In this sense, and in compliance with provided in article 6 of the Political Constitution of the United Mexican States, the Federal Law for the Protection of Personal Data Held by Private Parties and its Regulations, we make it known that:

A) *Formación Educación y Cultura, S.C. (Escuela Tomás Alva Edison)*, located in Heriberto Frías 1401, Colonia del Valle, C.P. 03100, in Mexico City is responsible for collecting your personal data from the database, of its confidentiality, use and the protection and security of the means used to collect them;

B) *Formación Educación y Cultura, S.C.* collects your personal data directly from request reports via telephone, through newsletters, as well as from instruments such as enrollment forms, re-enrollment formats, etc.;

C) The personal data collected by *Formación Educación y Cultura, S.C.* is used in general terms for the identification, operation, and administration needed for the provision of educational, administrative and related activities;

D) Among the personal data that *Formación Educación y Cultura, S.C.* collects, there are in an illustrative and non-limiting way: name, nationality, CURP, date of birth and address for both the student and his parents or guardians; parents' home and work phone; parents' e-mail address; profession, registration to the Federal Taxpayers System and marital status;

D.1) The personal data indicated in subsection "C", above, are collected to use them to enroll the students at Tomás Alva Edison School, as well as to register them before different authorities such as the Ministry of Public

Education (SEP) and the Universidad Nacional Autónoma de México (UNAM). Likewise, they are used to contact parents to deal with matters related to the students and be in a position to grant both, parents and students, the different services offered by *Escuela Tomás Alva Edison* itself, or through third parties, such as transportation, certifications for languages, camps, among others. Indeed, and as you know, *Escuela Tomás Alva Edison* offers its students and parents different services provided directly by it and its staff, as well as services provided by third parties to whom *Formación Educación y Cultura, S.C.* requires, taking necessary security measures to protect the information they collect. If you do not express your opposition so that your personal data is transferred, *Formación, Educación y Cultura, S.C.* will understand that you give your tacit consent to it;

E) Personal data such as medical, legal, financial and banking information will be processed as sensitive information so that *Formación Educación y Cultura, S.C.* promises that said information will be subject to even stricter security measures in order to guarantee your confidentiality. The treatment of sensitive data requires, in accordance with Article 9 of the Federal Law on Protection of Personal Data Held by Private Parties, of your express consent;

F) *Formación Educación y Cultura, S.C.* is not responsible for the inaccuracy, error or omission of the data provided by the parents;

G) *Formación Educación y Cultura, S.C.* and/or its subsidiaries and/or related companies have established different mechanisms and procedures to prevent access and / or disclosure of information of your personal data to unauthorized people

H) All your personal data is treated in accordance with current legislation, ensuring you, at all times, of the protection of ARCO rights; that is, to access, rectify, cancel or oppose to how we handle your personal data; this right you can assert through the Privacy Area responsible for the security of personal data at 5604 0314 or through your email at privacy@tae.edu.mx;

I) *Formación Educación y Cultura, S.C.* reserves the right to make, at any moment, modifications or updates to this privacy notice. Any modification or

update will be made known to you properly and timely, through the publication of it on the website of the Tomás Alva Edison School (<http://www.tae.edu.mx>).

Formación Educación y Cultura, S.C. recommends to review periodically the referred page.