

Privacy Policy

The **Builders of Tomorrow BC Foundation** ("we," "us," or "our") is committed to protecting your privacy. This Privacy Policy outlines how we collect, use, and safeguard your personal information when you interact with our programs, services, and website.

Personal Information We Collect

We may collect the following types of personal information when you engage with us:

- **Contact Information:** Name, email address, phone number, and mailing address.
- **Application Information:** Academic records, financial need details, resumes, reference letters, and proof of enrollment for scholarship and bursary applications.
- **Device Information:** IP address, browser type, and site usage data collected automatically when you visit our website.
- **Donation or Payment Information:** If applicable, details related to payments or donations, including billing information.

How We Use Your Information

We collect and use your personal information to:

- Process and evaluate scholarship and bursary applications.
- Communicate with you about your application status or program updates.
- Administer donations and issue tax receipts.
- Promote our programs through marketing materials (with your consent).
- Comply with legal and regulatory requirements.

Sharing Your Personal Information

We do **not** sell or rent your personal information. However, we may share your data in the following cases:

- **With Authorized Personnel:** Foundation staff or board members for processing applications or administering programs.
- **With Service Providers:** Third-party vendors for data storage, email communications, or website management (bound by confidentiality agreements).
- **Legal Obligations:** When required by law, regulation, or legal process.

Data Security

We take reasonable measures to protect your personal information from unauthorized access, use, or disclosure. This includes secure storage methods and limiting access to authorized personnel only.

Data Retention

We retain your personal information only as long as necessary for program administration, communications, or as required. You may request the deletion of your personal data by contacting us.

Your Consent

By submitting your information, you consent to the collection, use, and sharing of your data as outlined in this Privacy Policy.

Your Rights

You have the right to:

- Access and correct your personal information.
- Withdraw consent for future use of your information (subject to legal obligations).
- Request deletion of your personal data.

To exercise these rights, contact us at **info@buildersoftomorrowbc.com**.

Cookies and Website Tracking

Our website may use cookies and similar technologies to improve user experience and analyze website traffic. You can manage cookie preferences in your browser settings.

Changes

We may update this privacy policy from time to time in order to reflect, for example, changes to our practices or for other operational, legal or regulatory reasons.

Contact Us

For questions or concerns about this Privacy Policy or how we handle your information, please contact:

Privacy Officer

Builders of Tomorrow BC Foundation
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