Privacy Policy

This Privacy Policy governs the manner in which the Network of Organizations for Science and Technology Communication (NOSTC) collects, uses, maintains, and discloses information collected from users (each, a "User") of the https://sjc.nostc.in website ("Site"). This privacy policy applies to the Site and all services offered by SJC NOSTC.

Personal identification information

We may collect personal identification information from Users in a variety of ways, including, but not limited to, when Users visit our site, register on the site, subscribe to the newsletter, fill out a form, and in connection with other activities, services, features or resources we make available on our Site. Users may be asked for, as appropriate, their name, email address, and mailing address. We will collect only personal identification information from Users if they voluntarily submit it to us. Users can always refuse to supply personal identification information, except that it may prevent them from engaging in particular Site related activities

Personal identification information

We may collect personal identification information from Users in a variety of ways, including, but not limited to, when Users visit our site, register on the site, subscribe to the newsletter, fill out a form, and in connection with other activities, services, features or resources we make available on our Site. Users may be asked for, as appropriate, their name, email address, and mailing address. We will collect only personal identification information from Users if they voluntarily submit it to us. Users can always refuse to supply personal identification information, except that it may prevent them from engaging in particular Site related activities

Web browser cookies

Our Site may use "cookies" to enhance User experience. Users web browser places cookies on their hard drive for record-keeping purposes and sometimes to track information about them. Users may choose to set their web browser to refuse cookies or to alert you when cookies are being sent. If they do so, note that some parts of the Site may not function properly.

How we use collected information

NOSTC collects and uses Users personal information for the following purposes:

- **To process registration for the course**
  We may use the information Users provide about themselves when applying for any course/ training program with us. We do not share this information with outside parties.

- **To send periodic emails**

  The email address Users provide will only be used to respond to their inquiries, and/or other requests or questions. If User decides to opt-in to our mailing list, they will receive emails that may include company news, updates, related product or service information, etc. If at any time the User would like to unsubscribe from receiving future emails, we include detailed unsubscribe instructions at the bottom of each email or User may contact us via our Site.

How we protect your information

We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorized access, alteration, disclosure or destruction of your personal information, username, password, transaction information and data stored on our Site.

Sharing your personal information

We do not sell, trade, or rent Users personal identification information to others. We may share generic aggregated demographic information not linked to any personal identification information regarding visitors and users with our business partners, trusted affiliates and advertisers for the purposes outlined.

Changes to this privacy policy

NOSTC has the discretion to update this privacy policy at any time. When we do, we will post a notification on the main page of our Site. We encourage Users to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.

Your acceptance of these terms

By using this Site, you signify your acceptance of this policy. If you do not agree to this policy, please do not use our Site. Your continued use of the Site following the posting of changes to this policy will be deemed your acceptance of those changes.

Contacting us

If you have any questions about this Privacy Policy, the practices of this site, or your dealings with this site, please contact us at: sciencejournalismcertification@gmail.com

Terms

1. The course spans a period of 6-weeks, and participants are expected to attend all classes according to the schedule, which will be periodically shared or published on the website or communicated through various channels such as messages, calls, or emails.

2. Attendance - Maintaining a sufficient level of attendance is crucial in order to successfully complete a course. To be eligible for a Course Completion Certificate, it is mandatory to maintain a minimum attendance of 75%. If a student fails to meet this requirement, they will not receive a Course Completion Certificate. Instead, they may be provided with a Certificate of Participation.

3. Assessment - To fulfill the criteria for obtaining a course completion certificate, students must fulfill additional prerequisites, such as fulfilling assessment requirements through assignments (individual or group), tests, reports, or similar tasks. It is essential for participants to submit their assignments by the designated deadline. Late submissions or any other justifications will not be accepted.

4. Mode - The course will mainly be offered in a hybrid or virtual format. Students must participate in the sessions by accessing the provided joining links either on the website portal.

5. Fee - Participants who fulfill all the requirements for a certificate of completion will be eligible for a refund of the fee. However, if the attendance criterion is not met or the assessment is not submitted, the refund option will be forfeited, and only a certificate of participation will be awarded at the end of the course, following the guidelines set by NOSTC officials.

6. TA - It is important to note that no Travel Allowance (TA) or Daily Allowance (DA) will be granted. The focus is to ensure that the student has a place to stay during their time at the university, but financial support for travel expenses or daily expenses is not included. The student is responsible for covering their own travel and daily expenses except the hostel and mess facility, which might be provided by the university.

7. Residential Facilities - Accommodation, if provided or availed, will adhere to the statutory guidelines of the university. The facilities not provided by the university cannot be claimed as entitlements while staying in the accommodation provided or availed within or outside the university campus.

8. Mess - The food will be vegetarian, provided in the hostel mess during the mess timings. One accountable for any change will be liable to pay charges.

9. Laundry - Please note that laundry facilities may be available for individuals residing in hostels, but charges will apply. Additionally, the timing for laundry services will be according to the hostel guidelines, the clothes may not be returned the same day and any damage to the participant's property will not be under the university's responsibility.

10. Campus Guidelines - During their stay on the university campus, participants are expected to adhere to the guidelines, rules, and regulations set by the university. This includes abiding by designated

hostel timings, refraining from taking leave, and not being permitted to leave the campus premises while residing in the hostels.

11. Government Guidelines - The participants are also required to follow any guidelines issued by the Government for the university till their stay on campus.

12. Please note that we maintain the authority to make alterations to this privacy policy at any given time, thus we advise you to regularly review it. Any amendments or clarifications will become effective immediately once they are published on the website.