

# Privacy Policy – Académie Québec

Last updated: January 14, 2026

This Privacy Policy describes how Académie Québec (hereinafter "Académie Québec", "we", "our" or "us") collects, uses, retains and protects the personal information of users of its website, online training platforms and administrative and educational services.

This policy complies with applicable laws in Quebec and Canada, including:

- Act respecting the protection of personal information in the private sector (Quebec – Law 25)
- Personal Information Protection and Electronic Documents Act (PIPEDA)

## 1. Scope and Context of Services

Académie Québec offers professional training programs (DEP, ASP), online and individualized training, as well as registration and management services for academic and administrative records.

## 2. Personal Information Collected

We may collect:

- Full name
- Complete contact information
- Date of birth
- Academic and professional information
- Diplomas, transcripts, comparative evaluations
- Immigration documents (legal status, permanent code)
- Technical data and cookies

## 3. Collection Methods

- Web forms
- Online training platforms
- Emails, phone calls, video conferences
- Document uploads

## 4. Use of Information

- Admission and registration for DEP programs
- Student records management
- Eligibility verification
- Administrative communications
- Ministerial and legal obligations

## **5. Platforms and Technology Providers**

Académie Québec uses WordPress, LMS platforms, communication tools and secure hosting services.

## **6. Sharing of Information**

No sale of data. Sharing is limited to educational partners, technology providers and legal authorities.

## **7. Retention and Security**

Data is retained in accordance with legal requirements and protected by appropriate security measures.

## **8. Individual Rights**

Right of access, rectification and withdrawal of consent.

## **9. Cookies**

Cookies are used to improve the user experience. You may refuse them through your browser settings.

## **10. Responsible Person**

Académie Québec

Privacy Officer

Email: [info@academiequebec.com](mailto:info@academiequebec.com)

## **11. Changes**

This policy may be modified at any time.