

# Outern Privacy Policy

**Last Updated:** December 30th, 2019

## **Introduction**

Outern, LLC (“**Company**,” “**our**,” “**us**,” or “**we**”) respects your privacy and we are committed to protecting it through our compliance with this policy. Our mission is to connect college talent with forward-thinking businesses so that students and companies can collaboratively achieve their professional goals.

To further this mission, this policy describes the types of information we may collect from you or that you may provide when you visit the website [joinoutern.com](http://joinoutern.com) or use the Outern platform (collectively the “**Service**”) and our practices for collecting, using, maintaining, protecting, and disclosing that information.

Please read this policy carefully to understand our policies and practices regarding your information and how we will treat it. If you do not agree with our policies and practices, your choice is not to use our Service. **BY ACCESSING OR USING OUR SERVICE, YOU AGREE TO THIS PRIVACY POLICY.** This policy may change from time to time. Your continued use of our Service after we make changes is deemed to be acceptance of those changes, so please check the policy periodically for updates.

This policy applies to information we collect:

- On or through the Service
- In email, text, and other electronic messages between you and this Service.

It does not apply to information collected by:

- Us offline or through any other means, including on any other website operated by Company or any third party; or
- Any third party, including through any application that may link to or be accessible from or on the Service

## **Children Under the Age of 18**

Our Service is not intended for children under 18 years of age. No one under age 18 may provide any information to the Service or website. We do not knowingly collect personal information from children under 18. If you are under 18, do not use or provide any information on our website, the Service, any of its features, register on the website or Service, make any purchases through the website or Service, or provide any information about yourself to us, including your name, address, telephone number, email address, or any screen name or user name you may use. If we learn we have collected or received personal information from a child under 18 without verification of parental consent, we will delete that information. If you believe we might have any information from or about a child under 18, please contact us at [legal@joinoutern.com](mailto:legal@joinoutern.com).

## **Information We Collect About You and How We Collect It**

We collect several types of information from and about users of our website or Service, including information:

- By which you may be personally identified, such as name, e-mail address, or telephone number (“**Personal Information**”);
- That is about you but individually does not identify you, such as skills, place of work, school, title or website URL; and/or
- About your internet connection, the equipment you use to access our Service, and usage details.

We collect this information:

- Directly from you when you provide it to us.
- Automatically as you navigate through our site or use our Service. Information collected automatically may include usage details, IP addresses, and information collected through cookies and other tracking technologies.
- From third parties as necessary to ensure the integrity of our Service and, for example, Companies or Students utilizing our Service.

### *Information You Provide to Us*

The information we collect on or through our Service may include:

- Information that you provide by filling in forms on our website or Service. This includes information provided at the time of registering to use our website or Service, when posting material, or requesting further services such as your first and last name, email address, a school or “.edu” email address or your date of birth. We may also ask you for information if disputes between users arise and when you report a problem.
- Records and copies of your correspondence with us (including email addresses), if you contact us.
- Your responses to surveys that we might ask you to complete for research or for purposes of rating companies and students.
- Details of transactions you carry out through our Service. If you are a company, entity, or individual seeking to use our website or Service for the purposes of connecting with students to complete a project you may be required to provide financial information before placing an order through our website or Service.
- Your search queries on the website or Service.

You also may provide information to be published or displayed (hereinafter, “**Posted**”) on public areas of our Service or transmitted to other users of the Service or third parties (collectively, “**User Contributions**”). Your User Contributions, including company and student ratings, are Posted on the Service and transmitted to others at your own risk. Please be aware that no security measures are perfect or impenetrable. Additionally, we cannot control the actions of other users

of the Service with whom you may choose to share your User Contributions. Therefore, we cannot and do not guarantee that your User Contributions will not be viewed by unauthorized persons.

#### *Information We Collect Through Automatic Data Collection Technologies*

As you navigate through and interact with our Service, we may use automatic data collection technologies to collect certain information about your equipment, browsing actions on our Service, and patterns, including:

- Details of your visits to our website or Service, including traffic data, location data, logs, and other communication data and the resources that you access and use on the Service.
- Information about your computer or mobile device and internet connection, including your IP address, operating system, and browser type only as necessary to provide the website or Service.

The information we collect automatically is only statistical data or data used to maintain the functionality of the website and Service and does not include personal information, but we may maintain it or associate it with personal information we collect in other ways or receive from third parties. It helps us to improve our Service and to deliver a better and more personalized package, including by enabling us to:

- Estimate our audience size and usage patterns.
- Store information about your preferences, allowing us to customize our website or Service according to your individual interests.
- Recognize you when you return to our Service.
- Verify or validate your identity or location and confirm your ownership of any User Contributions.

The technologies we use for this automatic data collection may include:

- **Cookies (or browser cookies).** A cookie is a small file placed on the hard drive of your computer. You may refuse to accept browser cookies by activating the appropriate setting on your browser. However, if you select this setting you may be unable to access certain parts of our Website. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you direct your browser to our Website.
- **Flash Cookies.** Certain features of our Website may use local stored objects (or Flash cookies) to collect and store information about your preferences and navigation to, from, and on our Website. Flash cookies are not managed by the same browser settings as are used for browser cookies. For information about managing your privacy and security settings for Flash cookies, see Choices About How We Use and Disclose Your Information.
- **Web Beacons.** Pages of our the Website and our e-mails may contain small electronic files known as web beacons (also referred to as clear gifs, pixel tags, and single-pixel gifs) that permit the Company, for example, to count users who have visited those pages

or [opened an email] and for other related website statistics (for example, recording the popularity of certain website content and verifying system and server integrity).

We do not collect personal information automatically, but we may tie this information to personal information about you that we collect from other sources or you provide to us.

### **How We Use Your Information**

We use information that we collect about you or that you provide to us, including any personal information:

- To present our Service and its contents to you.
- To provide you with information, products, or services that you request from us.
- To fulfill any other purpose for which you provide it.
- To provide you with notices about your account, and ratings of students and companies.
- To carry out our obligations and enforce our rights arising from any contracts entered into between you and us, including for billing and collection.
- To notify you about changes to our Service or any products or services we offer or provide.
- To allow you to participate in interactive features on our Website.
- In any other way we may describe when you provide the information.

### **Disclosure or Sharing of Your Information**

We do not sell or rent users' personal information, nor do we share this information with unaffiliated or non-agent third parties for promotional purposes. We may share personal information about you only in the limited circumstances below and with the appropriate safeguards to your privacy:

- To our subsidiaries, affiliates, our employees, companies using the Service, and independent contractors (students) as necessary in order for us to provide our Service or to process information on our behalf. However, we require our subsidiaries, affiliates, and our employees to follow this Privacy Policy for information that we share.
- To contractors, service providers, and other third parties we use to support our business and service and who are bound by contractual obligations to keep personal information confidential and use it only for the purposes for which we disclose it to them. These third-parties include those who help us provide our Services to you (such as payment providers and processors of your credit and debit card information, fraud prevention services, postal and email delivery services that help us stay in touch with you, user support services that help us communicate with you and technical services, and those who assist us with marketing and analytics by, for example, providing tools or services to improve our marketing campaigns).

- To a buyer or other successor in the event of a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of Outern, LLC's assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by Outern, LLC about our users is among the assets transferred.
- For any other purpose disclosed by us when you provide the information.
- With your consent.

We may also disclose your personal information:

- To comply with any court order, law, or legal process, including to respond to any government or regulatory request.
- To enforce or apply our Terms of Service and other agreements, including for billing and collection purposes.
- If we believe, in good faith, that disclosure is necessary or appropriate to protect the rights, property, or safety of Outern, LLC, our users, or others. This includes exchanging information with other companies and organizations for the purposes of fraud protection and credit risk reduction.
- That is aggregated and reasonably deidentified, for example, to publish aggregated statistics about the use of our Service. We also reserve the right to publish service or maintenance requests in order to assist us in clarifying or respond to user requests.

### **Choices About How We Use and Disclose Your Information**

We strive to provide you with choices regarding the personal information you provide to us. We have created mechanisms to provide you with the following control over your information:

- **Tracking Technologies.** You can set your browser to refuse all or some browser cookies, or to alert you when cookies are being sent. To learn how you can manage your Flash cookie settings, visit the Flash player settings page on Adobe's website. If you disable or refuse cookies, please note that some parts of this site may then be inaccessible or not function properly.

### **Accessing and Correcting Your Information**

You can review and change your personal information by logging into the Service and visiting your account profile page.

You may also send us an email at [legal@joinoutern.com](mailto:legal@joinoutern.com) to request access to, correct or delete any personal information that you have provided to us that you cannot access or correct yourself. We may not accommodate a request to change information if we believe the change would violate any law or legal requirement or cause the information to be incorrect.

If you delete your User Contributions, copies of your User Contributions may remain viewable in cached and archived pages, or might have been copied or stored by other users. Proper access

and use of information provided by users, including User Contributions, is governed by our Terms of Service.

### **Data Security**

While no security measures are perfect or impenetrable, we have implemented measures designed to secure your personal information from accidental loss and from unauthorized access, use, alteration, and disclosure.

The safety and security of your information also depends on you. Where we have given you (or where you have chosen) a password or log-in credential for access to certain parts of our Service, you are responsible for keeping this password or log-in credential confidential. We ask you not to share your password with anyone. We urge you to be careful about giving out information in public areas of the Service, for example, when posting student or company reviews. The information you share in public areas may be viewed by any user of the Service.

Unfortunately, the transmission of information via the internet is not completely secure. Although we do our best to protect your personal information, we cannot guarantee the security of your personal information transmitted to our Service. Any transmission of personal information is at your own risk. We are not responsible for circumvention of any privacy settings or security measures contained integrated into our Service.

### **Changes to Our Privacy Policy**

It is our policy to post any changes we make to our privacy policy on this page. If we make material changes to how we treat our users' personal information, we will notify you by email to the primary email address specified in your account and through a notice on the Website home page. The date the privacy policy was last revised is identified at the top of the page. You are responsible for ensuring we have an up-to-date active and deliverable email address for you, and for periodically visiting our website or Service and this privacy policy to check for any changes.

### **Contact Information**

To ask questions or comment about this privacy policy and our privacy practices, contact us at [legal@joinoutern.com](mailto:legal@joinoutern.com).