

# Privacy Policy

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## **Our approach**

Your privacy is important to Cambridge University Press. We want to make sure that when we collect information from you we do so in a way that does not infringe your privacy. Our policy explains how we do this.

**By registering on this site, you consent to the collection, use and transfer of your information under the terms of this policy.**

## **Collection of information**

We collect and store first and surnames and email addresses who register with us.

## **Use of information**

Your information will enable us to provide you with access to our site and to the test questions. We may use the information we collect for administrative and internal market research purposes, as further detailed in the terms of use.

We do not make email addresses available to any third parties.

We may contact you on occasion about new Cambridge University Press products or services we think might be of interest to you. If you do not want to receive such information please email [tcrofts@cambridge.org](mailto:tcrofts@cambridge.org)

We may transfer your personal details to other Cambridge University Press regions throughout the world, namely Europe, the Middle East and Africa; the Americas; Asia-Pacific. You should be aware that some branches of Cambridge University Press are in countries which do not have data protection laws. If you do not want us to make the information available in this way email [tcrofts@cambridge.org](mailto:tcrofts@cambridge.org)

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## **Storage of information**

All personal information received by you in the course of accessing this website is subject to processing centrally in the Europe branch of Cambridge University Press, England. Processing of data in this manner is

consistent with the requirements of the Data Protection Act 1998. We will retain your information for a reasonable period or as long as the law requires.

## **Cookies**

We use cookies on this web site. Cookies are small amounts of information that we transfer to your computer's hard drive through your web browser. They tell us when you have visited our site and where you have been. They do not identify you personally, just the presence of your browser. Cookies make it easier for you to log on and use the site during future visits. They also enable us to provide you with a more personalised service. Should you wish to do so, your browser's help section should be able to warn you before accepting cookies and how to filter or disable them, although in the latter case, you may not be able to use certain features on our site.

## **Accessing and updating**

You are entitled to see the information held about you and you may ask us to make any necessary changes to ensure that it is accurate and kept up to date. If you wish to do this, please contact us. We are entitled by law to charge a fee of £10 to meet our costs in providing you with details of the information we hold about you.

## **Changes to our privacy policy**

Any changes to our privacy policy in the future will be posted to the site and, where appropriate, through e-mail notification.

## **Contact**

All comments, queries and requests relating to our use of your information are welcomed and should be addressed to The Legal Services Director, Cambridge University Press, The Edinburgh Building, Shaftesbury Road, Cambridge, CB2 8RU, England ([legalservices@cambridge.org](mailto:legalservices@cambridge.org)).