



Online Insurance Training Internet Privacy Statement

Online Insurance Training is serious about your privacy. The personal information that we collect from you when you register online, such as your name, email address, and payment information, is collected for personal identification and to verify that you are the person who is registered for Online Insurance Training.

Information, such as your Social Security Number, will be required on the Terms of Use Agreement. This agreement must be filled out before we can issue a Certificate of Completion.

OIT Privacy Policy

- We will not sell, rent, or share any of the personal information we collect from you with other people or non-affiliated companies, unless it is to provide products and services you have requested.
- We will not use your personal information for any soliciting or advertising outside of the products and services we offer.
- We reserve the right to send you certain communications relating to OIT services, such as messages of an administrative nature and service announcements without offering the opportunity to “opt out” of receiving them.

Collection and Use of Information

- We will only use your personal information for the following general purposes: to fulfill your product and service requests; to improve our services; to customize the advertising and content you see; to conduct research; and to provide reporting that is anonymous for internal and external clients.

Sharing and Disclosure of Information

We will share your information only when we have your permission, or under these circumstances:

- If we need to defend against legal claims, establish or exercise our legal rights, or respond to subpoenas, court orders, or legal process.
- If we believe it is necessary to share information in order to investigate, prevent, or take action regarding activities that are illegal, suspected fraud, in situations involving potential threats to the physical safety of any person, violations of OIT's terms of use, or as otherwise required by law.
- If OIT is acquired by or merged with another company, we will need to transfer information about you. In the event of this occurrence, we will notify you before your information is transferred and becomes subject to a different privacy policy.
- If you have a manager who is listed and company affiliation, and they wish to view the progress of your training. The managers will only be able to view your progress in the courseware. Your private information will not be accessible.

Security and Confidentiality

Our security standards are very high in order to keep the information we have about you safe. We maintain control over access to your information. The access to your personal information is limited to employees we believe reasonably need to come into contact with that information to provide products or services to you.

Our electronic, physical, and procedural safeguards comply with or exceed that requirements of federal and state law to protect personal information about you.

Questions and Suggestions

You must request, in writing, if you would like to review the personal information we have about you. If you believe that any of our records are incorrect, you may notify us in writing regarding any corrections that should be made. If you have questions or suggestions about accessing or correcting information, please send them to the address below:

Online Insurance Training
226 NW Hickory St.
Albany, OR 97321