

BANKURA CHRISTIAN COLLEGE

PRIVACY POLICY

Bankura Christian College is committed to protecting the privacy and security of students, parents, guardians, alumni, faculty members, staff, applicants, and visitors who use the College website and online services. This Privacy Policy explains how we collect, use, store, protect, and disclose information obtained through our website, admission portal, student management systems, and other digital platforms.

By accessing or using any online service provided by Bankura Christian College, you agree to the terms of this Privacy Policy.

1. COLLECTION OF INFORMATION

The College may collect personal information including:

- Name of the student, parent, or guardian.
- Date of birth.
- Address and contact details.
- Email address and mobile number.
- Academic records and examination information.
- Admission and registration details.
- Bank account or payment transaction details required for fee payment.
- Photographs and identity documents submitted for academic purposes.
- Information provided through online forms, enquiries, feedback, or communication with the College.

2. AUTOMATICALLY COLLECTED INFORMATION

When users visit the College website, certain technical information may be collected automatically, including:

- IP address.
- Browser type and version.
- Device information.
- Date and time of access.
- Pages visited on the website.
- Relevant website information.

Such information is generally used for website administration, security, analytics, and service improvement purposes.

3. USE OF INFORMATION

The College may use the collected information for:

- Processing admissions and registrations.
- Maintaining student records.
- Conducting academic, administrative, and examination-related activities.
- Communicating important notices, updates, and announcements.
- Processing fee payments and generating receipts.
- Providing access to online learning and student support services.
- Maintaining campus safety and security.
- Improving website performance and user experience.

- Complying with legal and regulatory requirements.

4. DISCLOSURE OF INFORMATION

The College does not sell, rent, exchange, or trade personal information to third parties for commercial purposes.

Personal information may be disclosed only:

- To authorized College officials and employees who require access for official purposes.
- To Bankura University, regulatory authorities, government agencies, accreditation bodies, or statutory authorities as required.
- To payment gateway providers and banking institutions for processing online transactions.
- When required by law, court order, or legal process.
- To protect the rights, property, safety, and security of the College community.

5. DATA SECURITY

The College takes reasonable administrative, technical, and physical measures to safeguard personal information against unauthorized access, misuse, disclosure, alteration, or destruction.

While every effort is made to protect personal data, no internet-based system can guarantee absolute security. Users are advised to exercise caution while transmitting information online.

6. ONLINE PAYMENTS

Students making online payments through the College portal may be redirected to secure payment gateway services operated by authorized financial institutions.

The College does not store complete debit card, credit card, UPI PIN, or internet banking credentials. Payment transactions are governed by the privacy and security policies of the respective payment service providers.

7. COOKIES AND WEBSITE ANALYTICS

The College website may use cookies and similar technologies to improve functionality, enhance user experience, and analyze website traffic.

Users may disable cookies through browser settings; however, certain website features may not function properly as a result.

8. STUDENT INFORMATION

Student records maintained by the College shall be used strictly for academic, administrative, examination, scholarship, placement, alumni, and statutory purposes.

Access to such information shall be restricted to authorized personnel and agencies as required for legitimate educational purposes.

9. THIRD-PARTY WEBSITES

The College website may contain links to external websites maintained by third parties. The College is not responsible for the privacy practices, security measures, or content of such websites.

Users are encouraged to review the privacy policies of external websites before providing any personal information.

10. ACCESS, CORRECTION, AND UPDATE OF INFORMATION

Students and other users may request correction or updating of their personal information by contacting the appropriate College office or with mail at helpdesk@bankurachristiancollege.in.

The College will take reasonable steps to ensure that information maintained in its records remains accurate and up to date.

11. RETENTION OF INFORMATION

Personal information shall be retained for as long as necessary to fulfil academic, administrative, legal, regulatory, and archival requirements of the College.

12. CHANGES TO THIS PRIVACY POLICY

Bankura Christian College reserves the right to modify, update, or revise this Privacy Policy at any time without prior notice.

Any revised policy shall be published on the official College website and shall become effective immediately upon publication.

13. EXAMINATION-RELATED INFORMATION

Absolute privacy is maintained in respect of question papers, evaluation process, and the results of the students. Transparency is maintained in the evaluation process, through cross-verification of marks, access of the students to the evaluated scripts, and provisions for review/reevaluation.

14. CONTACT INFORMATION

For any questions, concerns, or requests regarding this Privacy Policy, please contact:

The Principal
Bankura Christian College
College Road, Bankura,
West Bengal – 722101, India

Email: principal@bankurachristiancollege.in
Website: <https://bankurachristiancollege.in>