



To enable access to your online course we need to share some of your personal data with Navathome via www.navathome.com. This training website and database is held and maintained on a secure server. Navathome is an RYA training centre which specialises in online navigation training and will not use your personal information for any reason other than enabling your course.

Your payment information will be collected by "Sail-Master-Training" on behalf of Navathome. This information is collected by "Sail-Master-Training" and is not passed on to any other organisation. Payment information for the purpose of logging you into the Navathome admin will not be retained once the payment is made. Your name and email address will be entered on www.navathome.com in order to create your user account. Your postal address will be provided in order to send your student pack. You will have access to the site for six months in order to complete your online course. During this period, your personal information will be held on the website by Navathome and may be available to "name of agent" who may have access to the Navathome database. This period maybe extended should you wish to extend your course access.

On completion of your course, your name and email will be retained by Navathome for the purpose of recording details of the course and any certification you gain as a result of it. This information allows Navathome to record your certification. Your Instructor will not hold any information for the purposes of Navathome student support after this date. Please note that this agent may hold information to enable provision of other training not associated with the Navathome course.

Should you not complete the course in the given time frame, your name and email will be retained by Navathome for the purpose of recording details of the course. This information allows Navathome to retain a record of coursework you have completed.

If you would like your personal data removed from www.navathome.com prior to the end of your access period or at any time before you have completed your course, you can request it by email. Please contact info@navathome.com giving your name and email address and the course you would like to delete. Please note that if you request deletion of your account before you have completed your course, your access to the course and records of your progress will be lost.

If you would like details of your online course removing from the Navathome database when you have completed the course, please email your request to info@navathome.com giving your name and email address. Please note that removal of course details from the Navathome database, means that any certification gained as a result of this course will not be verifiable by Navathome, nor would Navathome be able to help with a replacement certificate.

Full details of how Navathome will deal with your personal information is given in the Navathome terms and conditions.