

Privacy and Cookie Notice

This is the Privacy and Cookie Notice (Notice) of www.thenextsteptx.org (Website). This Notice applies to information collected via the Website (www.thenextsteptx.org) and online instructional modules. It will notify you of the following:

1. What personally identifiable information is collected from you, how it is used, and with whom it may be shared.
2. What choices are available to you regarding the use of your data.
3. What security procedures are in place to protect against the misuse of your information.

The Notice may be changed over time. Users of the Website are advised to regularly review the Notice for possible changes.

Information Collection, Use, and Sharing

We are the sole owners of the information collected. We only have access to/collect information that you voluntarily enter on our Website or provide us in any other way. In addition, we collect the Internet protocol (IP) address used to connect your computer to the Internet, login, e-mail address, password, computer and connection information, and purchase history. We may use software tools to measure and collect session information, including page response times, length of visits to certain pages, page interaction information, and methods used to browse away from the page. We also collect personally identifiable information (including name, e-mail, password, communications), payment details (including credit card information), comments, feedback, product reviews, recommendations, and member profile.

When you conduct a transaction on our Website, as part of the process, we collect the personal information you give us, such as your name, address, and e-mail address. Your personal information will be used for the specific reasons stated above only. We will not sell or rent this information to anyone.

We collect such Non-personal and Personal Information for the following purposes:

1. To provide and operate the Services;
2. To provide Users with ongoing customer assistance and technical support;
3. To be able to contact our Visitors and Users with general or personalized service-related notices and promotional messages;
4. To create aggregated statistical data and other aggregated and/or inferred Non-personal Information, which our business partners or we may use to provide and improve our respective services;
5. To comply with any applicable laws and regulations.

We will not sell or rent this information to anyone. We will not share your personal information with any third party outside of our organization, other than as necessary to fulfill your requested services (e.g., access to online instruction modules, job search assistance, products, etc.) and validate program completion with partnering agencies (e.g., Texas Workforce Commission) or grant administrators.

We may contact you to notify you regarding your account, to troubleshoot problems with your account, to resolve a dispute, to collect fees or monies owed, to poll your opinions through surveys or

questionnaires, to send updates about our company, to send information on new services, or as otherwise necessary to contact you to enforce our User Agreement, applicable national laws, and any agreement we may have with you. For these purposes, we may contact you via e-mail, telephone, text messages, and postal mail.

Unless you ask us not to, we may contact you via e-mail in the future to tell you about new services.

Your Access to and Control Over Information

You may opt-out of any future contacts from us at any time. You can do the following at any time by contacting us via the e-mail address or phone number given on our Website:

- See what data we have about you if any.
- Change/correct any data we have about you.
- Have us delete any data we have about you.
- Express any concern you have about our use of your data.

Use of Cookies and Other Tracking Tools

Cookies are small pieces of data that track actions taken on our Website. For more information on cookies and how they work, [visit All About Cookies](#). Our Website uses cookies for important reasons, such as:

- To provide an excellent experience for our visitors and customers;
- To identify registered members;
- To monitor and analyze the performance, operation, and effectiveness of Wix's platform; and
- To ensure our platform is secure and safe to use.

Types of Cookies

The table below identifies the cookies placed on Wix sites:

Cookie Name	Purpose	Duration	Cookie Type
XSRF-TOKEN	Used for security reasons	Session	Essential
hs	Used for security reasons	Session	Essential
bSession	Used for system effectiveness measurement	30 minutes	Essential
ssr-caching	Used to indicate the system from which the site was rendered	1 minute	Essential
svSession	Used in connection with user login	2 years	Essential

_wixCIDX	Used for system monitoring/debugging	3 months	Essential
_wix_browser_sess	Used for system monitoring/debugging	Session	Essential
consent-policy	Used for cookie banner parameters	12 months	Essential
smSession	Used to identify logged in site members	Session	Essential
TS*	Used for security and anti-fraud reasons	Session	Essential
fedops.logger.sessionId	Used for stability/effectiveness measurement	12 months	Essential
wixLanguage	Used on multilingual websites to save user language preference	12 months	Functional

We also use Google Analytics (Cookies: `_ga`) to carry out statistical analysis of page use, page interactions, and paths through the Website to evaluate and develop our Website. The information allows us to understand individual behaviors and needs more accurately. For more information on how Google uses the data collected via this service, visit <https://policies.google.com/technologies/partner-sites>

The following links explain how to access cookie settings in various browsers:

- [Cookie settings in Firefox](#)
- [Cookie settings in Internet Explorer](#)
- [Cookie settings in Google Chrome](#)
- [Cookie settings in Safari \(OS X\)](#)
- [Cookie settings in Safari \(iOS\)](#)
- [Cookie settings in Android](#)

To opt-out of being tracked by Google Analytics, visit <http://tools.google.com/dlpage/gaoptout>.

Security

The Next Step, Inc. website is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to sell products and services to you. Your data may be stored through Wix.com's data storage, databases, and the general Wix.com applications. They store your data on secure servers behind a firewall.

All direct payment gateways offered by Wix.com and used by our company adhere to the standards set by PCI-DSS as managed by the PCI Security Standards Council, which is a joint effort of brands like Visa,

MasterCard, American Express, and Discover. PCI-DSS requirements help ensure the secure handling of credit card information by our store and its service providers.

Only employees who need access to your personally identifiable information to perform a specific job (e.g., customer service) are granted access.

Updates

Last updated July 1, 2021

Our Notice may change from time to time, and updates will be posted on this page.

If you feel that we are not abiding by this Privacy and Cookie Notice, you should contact us immediately at tnsi@thenextsteptx.org.