

Privacy Policy – Anna Oasis

Anna Oasis ("we", "our", or "us") is committed to protecting the privacy of users of our mobile application. This Privacy Policy explains how we collect, use, and safeguard your information when you use the **Anna Oasis** mobile app, designed for hostel-related services at Anna University.

By accessing or using the app, you agree to the collection and use of information in accordance with this policy.

1. Information We Collect

We collect the following types of personal information:

- **Student Details:** Name, registration number, department, year of study.
- **Contact Information:** Email address, phone number.
- **Hostel Information:** Room number, hostel block, leave applications, visitor records, complaints.

2. How We Use Your Information

We use your information for the following purposes:

- To manage hostel services including leave, complaints, and visitor logs.
- To send important notifications and announcements.
- To maintain internal records for hostel administration.
- To improve app performance, features, and user experience.
- To ensure data security and app integrity.

3. Sharing of Information

We do **not** share your personal data with any third party, except in the following cases:

- With **authorized university or hostel authorities** for administrative purposes.
- If required by **law** (e.g., government requests, court orders).
- For **app analytics**, only in an **anonymized or aggregated format**.

4. Data Retention

We retain your data:

- For as long as necessary to fulfill the purpose for which it was collected.
- As required by university policy or applicable laws.

When data is no longer required, it will be securely deleted or anonymized.

5. Data Security

We use reasonable technical and administrative safeguards to protect your personal data from unauthorized access, alteration, disclosure, or destruction. However, no internet-based service can guarantee complete security.

6. Your Rights

You have the right to:

- **Access** the personal data we hold about you.
- **Request correction or deletion** of inaccurate or outdated data.
- **Withdraw consent** where applicable, subject to legal or institutional requirements.

For any such requests, please contact us using the email address provided below.

7. Children's Privacy

The Anna Oasis app is intended only for **university students**. We do not knowingly collect data from individuals under the age of 13. If such data is discovered, we will delete it promptly.

8. Changes to This Policy

We may update this Privacy Policy from time to time. You will be notified of any major changes via the app or your registered email. The latest version will always be available on the app or official portal.

9. Contact Us

If you have any questions, concerns, or requests related to this Privacy Policy, please contact us at:

 **Email:** annaoasishostel@gmail.com