

TERMS OF USE OF THE ALMA INCLUSIVE APPLICATION FOR USERS

("Terms")

1. INTRODUCTORY PROVISIONS

- 1.1. Alma Career Slovakia s.r.o., with its registered office at Bratislava – Staré Mesto, Pribinova 19, 811 09, Slovak Republic, Company ID No.: 35 800 861, registered in the Commercial Register of the Municipal Court Bratislava III, Section: Sro, Insert No.: 22949/B ("**Alma Career**"), issues these Terms.
- 1.2. These Terms apply to Users of the **ALMA INCLUSIVE** web and mobile application (hereinafter collectively the "**Application**").
- 1.3. Rights and obligations not expressly governed by these Terms are governed by the Terms of Use of Electronic Systems and the relevant legal regulations.

WEB APPLICATION

2. PURPOSE OF THE WEB APPLICATION

- 2.1. The web application available at <https://www.almainclusive.com> is the primary tool for submitting an application to the program, creating a web/user account, and performing the activities listed below. It is intended not only for job applicants, but also for Alma Career partners, lecturers, and coaches.
- 2.2. After creating a web account, the **User – a job applicant** – may, through the web application:
 - (a) manage their account,
 - (b) view and edit personal data,
 - (c) search for and monitor available events (interviews, excursions, internships),
 - (d) confirm or cancel participation in events,
 - (e) upload documents (e.g., CV, cover letter, certificates),
 - (f) communicate via internal messages or chat,
 - (g) receive notifications and messages about new opportunities,
 - (h) set environment preferences (language, color mode, password).
- 2.3. After creating a web account, the **User – an Alma Career partner, lecturer or coach** – may, through the web application:
 - (a) manage their account,
 - (b) download documents required for participation in the program,
 - (c) set environment preferences (language, color mode, password).

3. CREATION OF A WEB ACCOUNT

- 3.1. Access to the web account is available at <https://www.almainclusive.com> after:
 - (a) completing the relevant form,
 - (b) approval/acceptance of the User into the program by Alma Career.

- 3.2. In order to create a web account, it is necessary that:
 - (a) the relevant application form is published at <https://www.almainclusive.com>,
 - (b) the User completes the form and meets the conditions of the relevant program and is subsequently approved/accepted by Alma Career, and
 - (c) the User follows the instructions in the e-mail sent for initial password setup.
- 3.3. Logging in to the web account requires an e-mail address and a password set after acceptance into the program.
- 3.4. If the password is forgotten, it can be reset via the “Forgotten password” link on the login page in the web application.

MOBILE APPLICATION

4. PURPOSE OF THE MOBILE APPLICATION

- 4.1. The mobile application is a complementary tool to the web application and is intended for job applicants.
- 4.2. In the mobile application, after creating a mobile account, the **User – a job applicant –** can:
 - (a) view a calendar of events (interviews, excursions, internships),
 - (b) confirm participation in an event,
 - (c) view their CV,
 - (d) receive notifications about upcoming events,
 - (e) change the color mode, password and application language,
 - (f) edit login details or log out.

5. CREATION OF A MOBILE ACCOUNT

- 5.1. Use of the mobile application is possible only after creating a mobile account.
- 5.2. To create a mobile account it is necessary to:
 - (a) download the application from the App Store and/or Google Play,
 - (b) install the mobile application on the mobile device,
 - (c) have a web account created under Article 3 of these Terms, and
 - (d) log in within the mobile application.
- 5.3. Logging in to the mobile account requires entering the e-mail address and password used in the web application.
- 5.4. If the password is forgotten, it can be reset via the “Forgotten password” link in the mobile application.

COMMON PROVISIONS

6. TECHNICAL REQUIREMENTS

- 6.1. To use the Application, you need internet access and a power source, or a sufficiently charged phone/laptop battery.

- 6.2. Access to notifications, camera, storage, or location may be required for certain features. You can change permissions at any time in the phone/laptop settings.
- 6.3. The web application works in current versions of common web browsers (e.g., Google Chrome, Mozilla Firefox, Microsoft Edge, Safari). For proper functionality, we recommend using the latest browser version.
- 6.4. The mobile application works on phones with Android version 6 or later and iOS version 15 or later.

7. SAFE USE OF THE APPLICATION

- 7.1. Enter and provide truthful, complete and up-to-date information.
- 7.2. Protect your login credentials and devices – secure your laptop, PC or mobile device, for example by locking the screen, using a fingerprint, or other security features. Protect your login password carefully and never share it with other persons.
- 7.3. If you lose your phone/laptop or suspect misuse of your account in the Application, contact Alma Career immediately, or your coach, who will decide on the next steps.

8. PROHIBITED CONDUCT

- 8.1. Creating fake profiles or using another person's account.
- 8.2. Distributing abusive, hateful, discriminatory or illegal content.
- 8.3. Attempting to bypass the security of the Application.
- 8.4. Uploading or sharing content to which you do not have rights.

9. PERSONAL DATA PROTECTION

- 9.1. Alma Career processes personal data in accordance with the personal data processing principles available when completing the relevant application form via <https://www.almainclusive.com>.
- 9.2. Some features (e.g., location) work only after consent has been granted.
- 9.3. If you have questions regarding personal data processing, the data protection officer is available at DPO-SK@almacareer.com.

10. INTELLECTUAL PROPERTY

- 10.1. The Application and its content are protected by Alma Career's copyright.
- 10.2. The content you upload (e.g., your CV) is yours.

11. AVAILABILITY AND UPDATES

- 11.1. We strive to keep the Application available and secure.
- 11.2. Occasionally, the Application may experience outages or be updated. In such cases, we will promptly work to restore availability.
- 11.3. For proper functioning of the Application, we recommend using the current version of the web browser or mobile application. We will notify you about mobile application updates by sending a message to your web account.

12. LIABILITY

- 12.1. We are not liable for damages caused by temporary unavailability of the Application.
- 12.2. We do not guarantee that you will obtain employment thanks to the Application.

13. TERMINATION AND DATA DELETION

- 13.1. We will cancel your web application account upon your request.
- 13.2. You may uninstall the mobile application at any time.
- 13.3. Personal data are deleted after the relevant retention periods set out in the personal data processing principles available when submitting the application (completing the relevant form) via <https://www.almainclusive.com>.
- 13.4. If you breach these Terms, we may temporarily block or cancel your account in the Application. We will send the reasons to you by e-mail.

14. COMPLAINTS, GRIEVANCES AND SUPPORT

- 14.1. If you experience problems, please write to us at almainclusive@almacareer.com.

15. CHANGES TO THE TERMS

- 15.1. We will notify you of changes to the Terms via the web application.
- 15.2. If you do not agree with the changes to the Terms, you may request cancellation of the Application at almainclusive@almacareer.com.

16. CONTACT

- 16.1. User contact details:
 - (a) Address: Pribinova 19, 811 09 Bratislava, Slovakia
 - (b) E-mail: almainclusive@almacareer.com or DPO-SK@almacareer.com
 - (c) Web: <https://www.almacareer.com/sk/kontakty>

17. FINAL PROVISIONS

- 17.1. Terms written with an initial capital letter – “User” – have the meaning defined in the Terms of Use of Electronic Systems.
- 17.2. These Terms are valid and effective as of 23 January 2026.

Alma Career