

## **University of Aberdeen REACH Privacy notice**

The Universities of Aberdeen, Edinburgh, Glasgow and St Andrews are partners in a national widening participation initiative funded by the Scottish Funding Council entitled REACH.

When you sign up to be involved in the REACH National Widening Participation initiative personal information about you is collected and shared.

### What personal information is collected about you

Name

Email address

Home address

Your eligibility criteria for the programme in the following categories:

- SIMD20 (Quintile 1 postcode area)
- SIMD40 (Quintile 2 postcode area)
- If you are care experienced
- If you are a young carer
- If you are eligible for free school meals
- If you are a refugee/asylum seeker
- If you are estranged from your family
- If you live in a remote/rural area

Additional personal information may be collected on occasion where this is required.

### **Why we process this information, and our lawful basis**

To enable the University to take into account your participation in the REACH programme when considering whether to make an offer of study to you and the terms of that offer.

The legal basis for the processing of this information for the Universities who are disclosing this information is Article 6(e) of the General Data Protection Regulation (GDPR) *processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.*

Once a student has proposed to enter into a contract with the University, the legal basis for the processing of the personal data is Article 6(b) of the GDPR *processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract;*

### **Disclosing your information**

Information about you will be shared with the other participating Universities in the REACH programme for the purpose stated above.

Your information may be shared with other parties, but this will only be done using anonymised applications or in anonymised statistical admissions data to allow for reporting requirements.

### **How long your information is kept**

Your information will be retained for 7 years from joining in year 4 until the completion of your degree.

### **Your rights**

You have rights to obtain a copy of your personal information, and to ask us to correct inaccurate or incomplete personal information that we hold.

Under certain conditions, you can also ask us to take the following action:

- restrict the way we use your personal information
- erase your personal information
- provide you with a portable electronic copy of personal information.

These rights depend on our lawful basis for processing your personal information. This means we may not be able to comply with your request in every case. If we cannot do as you ask, we will always reply to you and explain our position.

You also have the right to object to the University processing your personal information for our teaching, research and administrative activities. We will consider the reasons why you have objected when reaching a decision about your request. If you object to direct marketing activities by the University, we will stop using your information for that purpose.

If you have any questions about the University's handling of personal information, or your rights under privacy laws, you can contact the University Data Protection Officer in the following ways:

By email: [dpa@abdn.ac.uk](mailto:dpa@abdn.ac.uk)

By post: King's College, Aberdeen, AB24 3FX

By telephone: 01224 272596

If you are dissatisfied with the way the University has handled personal information or dealt with a data protection issue, you have the right to lodge a complaint with the [Information Commissioner](#).