

|

This privacy statement is based on Article 30 of the GDPR (Register for processing activities)

and consists of the following parts

- A** Contact details of the organization.
- B** Categories data subjects: students
- C** Processing purposes.
- D** Description of the categories of personal data.
- E** Source documents, documents with which data subjects consent to the processing of their personal data.
- F** Categories of recipients to whom this personal information is or will be provided (external).
- G** Data processor(s) who process personal data on behalf of Tilburg University.
- H** Whether there is a transfer of personal data outside the EU.
- I** Applicable retention periods and moment of destruction of the data.
- J** General description of the technical and organizational information security measures.

Explanation categories of personal data (D)

1a	Contact data 1	Name, email address.
1b	Contact data 2	Date of birth, gender.
1c	Contact data 3	Titles, address, postal code, place of residence, telephone number.
2	Student number	Administration number (ANR), student number.
3	Nationality and place of birth	
4	Health data (granted facility)	The facilities granted to students on the basis of health problems.
5	Religious data (control measures)	The facilities granted to students on the basis of religious convictions.
6	Administrator data	Contact data of possible administrators
7	Study progress	Examination marks, data on study progress, guidance and improvement of study process
8	Finance (full cycle)	Financial details (account number, outstanding invoice amount, refund details, etc)
9	Imagery, audiovisual material	Photo (e.g. copy ID)
10	BSN	Citizen Service Number
11	Educational organization	Faculty, program, courses.

TiU	Explanations of abbreviations	C	Lawfulness of processing (examples in parentheses)
MySAS	Enrollment system international students	L	Legal obligation (e.g.: DUO)
SuperOffice	Student guidance	C	Contract (e.g. study agreement)
Raisers Edge	CRM alumni data	li	Legitimate interest (use of applications by Tilburg University)
DWH	DataWareHouse	Co	Consent, the datasubject (student) has given unambiguous permission for the processing for one or more specific purposes. (e.g.: publication photos on website or brochure).
IDM	Identity and role assignment	V	Vital interest (e.g. life threatening situation)
		P	Task of Public interest

AIC	Explanation of the AIC
A	Stands for availability. M (middle) indicates that the information is not available for a maximum of 2 days in the event of a malfunction.
I	Stands for integrity. L (low) stands for "complete" personal data, M stands for "complete and correct" personal data and H (high) stands for "complete, correct and up-to-date" personal data. All personal data are classified as H.
C	Stands for confidentiality. L means that everyone within Tilburg University is allowed to see this information, M means that only designated officials may see personal data in their role (e.g. payroll employees), H only means that employees by name (for example, the manager or consultant) may view personal data.

What rights does a datasubject have as result of the GDPR?

1	Right to be informed (articles 13 and 14 GDPR)	5	Right to restriction of processing (article 18 GDPR)
2	Right of access (article 15 GDPR)	6	Right to data portability (article 20 GDPR)
3	Right to rectification (article 16 GDPR)	7	Right to object (article 21 GDPR)
4	Right to erasure / be forgotten (article 17 GDPR)	8	Right not to be subject to a decision based solely on automated processing, including profiling (article 22 GDPR)

Privacy explanation students

Tilburg University values great importance to the careful processing of personal data. Processing of personal data is necessary for the operational processes of educational and research institutions. This privacy statement indicates how we handle your personal data. Tilburg University processes personal data in accordance with the General Data Protection Regulation (GDPR) and the Uitvoeringswet AVG (UAVG).

A The processing of personal data is supervised by our Data Protection Officer (DPO) Mr. M.R.G. Herregodts (e-mail: FG@tilburguniversity.edu). Our DPO is registered with the Dutch Data Protection Authority.

Use of data

C Data that are not required for the execution of the education agreement, the fulfillment of legal obligations and the legitimate interest of our organization will only be processed with your consent. In addition, we will never process more data from you than is necessary for the purposes that we have addressed at point C of the privacy statement.

E We process various types of personal data from you, the majority of which we have received directly from you. We need this information to carry out our rights and obligations as an educational institution and to comply with our legal obligations.

I We will not store your personal data for longer than is permitted by law.

Provision to third parties

F Tilburg University processes your personal data to ensure that we fulfill our obligations as an educational institution. We need to process your data to be able to provide you with good education and to be able to guide you during your study. In addition, we have the legal obligation to transfer your data to other parties, such as the Education Executive Agency (DUO). Providing these data is therefore a condition for being able to follow education at Tilburg University.

G For the processing of personal data, Tilburg University can make use of service providers who will act - exclusively on behalf of and for the benefit of Tilburg University - as data processor. We will always conclude a Data Processor Agreement with that service provider in which it compels to the above.

Security

J Tilburg University shall take appropriate organizational and technical measures to ensure that the personal data for which it is responsible is not processed unlawfully. For example, Tilburg University does not send personal data via an unsecured line and we continually monitor our ICT facilities for security incidents. Within Tilburg University there is a Computer Emergency Response Team (CERT) that handles all security incidents (e-mail: cert@uvt.nl).

Change your data

You can always ask your details, have them changed if necessary, or delete them. Via OSIRIS Student (<https://osiris.uvt.nl/student/>), you can largely view and update these yourself.

Changes to this privacy statement

Tilburg University reserves the right to change this privacy statement. Modified versions will be presented again on the site.

Questions & complaints

If you do not agree with how Tilburg University handles your personal data, you can always ask for clarification from our Data Protection Officer (see point A). If, in your opinion, your problem is not solved properly, you can contact the Dutch Data Protection Authority.

Date: 01-11-2021