

9 Imagery, audiovisual material

11 Educational organization

Privacy Statement Students

Privacy Statement 2

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			Control	ller:											Data P	rotection	Officer	:													
A Contactdetails of Tilburg University			Executive Board										M.R.G. (Moswa) Herregodts LLM																		
Contactdetails o	Mandated: Ir. Drs. H.J.P. (Hilde) Baert (Director Academic Services)									FG@tilburguniversity.edu																					
										www.tilburguniversity.edu																					
			_																						_						
			Processing purposes: →									\rightarrow	Lawfulness of processing:									Transfer of personal data outside EU.									
			a. Concluding and managing the B					Education Agreement \rightarrow					\rightarrow	Legal obligation and Contract							✓ For outgoing Exchange students with student's explicit										
	Category of the data subject: Students		b. Accou	untable	to DUO a	ınd Accou	ountant \rightarrow				\rightarrow	Legal obligation							consent												
			c. Preparing for purchase of (digi									\rightarrow	Legitimate interest							✓ For incoming international students on basis of appropriate					ate						
Stu												\rightarrow	Contract						- 17	safeguards:											
			e. Teaching, guiding and supporting student during study							\rightarrow	Contract								Student Recruitment Agreements with individual agents												
			f. Information provision and facilities								\rightarrow	Legitimate interest							✓ US (Qualtrics)												
				g. Access to sportfacilities								\rightarrow	-																		
General description of the technical and organizational security measures		Ε										G Processor Agreements																			
curity measures are in accor	rdance with ISO 27001 (ISO												Name Description							Website information Lo							Locatio				
andard for Information Secu	• •	I Digital subscription		tion		2 years or 7 years (funding)						1	Osiris Stud		<u>'</u>				caci.nl						NL						
rried out on the information	• •	Ш	II Copy passport or DigID			1 month or 5 years (in case of visa) 2 years after ending education							SurfCone	ext	Authentication software			surf.nl	surf.nl I					NL NL							
ecklist), assessment of matu		III											SAP FiCo					ctac.nl													
JRF Assessment Framework (scale 1-5).		IV					7 years after last request deregistration						4	Salesford											EU						
							50 years after ending education						5	MWM2		Survey software					mwm2.nl						EU				
			, and a so years area chang										6	Qualtrics	:	Evaluation software											US				
											7	Nuffic		Credential evaluation					·						NL						
												8	DMS		Acesss to sportfacilities						delcom.nl NL						NL				
			1											9 Evalytics Evaluation software							evalytics.nl NL							NL			
			 									10 Canvas Learning Management System							instructure.com EU							EU					
			+ + + + + + + + + + + + + + + + + + + +									11	TestVisio	n	Digital testing						-	testvision.nl EU									
· ·							<u> </u>								12	Ans Exan			ng assessi	ments				ans.app	1.111						EU
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Categories of personal data		F	Other controllers G External pr						nal pro	cessors	S TiU Applications on location								locatio	Access rights AlC											
		Studie	DUO		Extern.				Panon		Qual	Sales		SAP		Surf	Test	Ans		Supor	Raiser's					Chudout	Intornat	Student	Financ		
		Link	BRON-HO	IND		Agents	Osiris	Canvas	Panop-	Evalytics	Qual	force	MWM2	FiCo	Nuffic	Conext			MySAS	Super Office	Edge	DWH	IDM	DMS	School	Student Admin.	Internat Office	Develop	Financ. Admin.	TiU	
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		a	ab	a	b	a	ae	е	e	Ť	T	T	T	ae	a	ect	ae	ae	a	ae	T	T	T	g	et	abdf	at	def	a	fg	
La Contact data 1: Name, email		1	✓ ✓	√	✓ ✓	✓ ✓	✓ ✓	✓	✓	✓	√	✓ ✓	✓	✓	✓ ✓	✓	✓	✓	✓ ✓	√	√	✓ ✓	√	✓	✓ ✓	✓ ✓	✓ ✓	✓ ✓	✓ ✓	V	M-H-
Lb Contact data 2: Date of birth and gender		✓ ✓	✓	✓	✓	-	√					<u> </u>		✓	-				√	√	✓	√	· ·		✓ ✓	✓	✓ ✓	V	✓		M-H-
1c Contact data 3: Other data 2 Student number		✓	√	V ✓	V ✓		√	√	√	√		√		√		√	√	√	✓	√	<u>√</u>	√	√	√	V ✓	✓	√	1	\ \ \	√	M-H-
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Nationality and place of birth Health data (granted facility)		-	V	+	, ·	+	∨					-	-		+				✓	∨	•	∀			✓	✓	∨	\ \ \	+		M-H
							√							✓					✓	√		√			✓	✓	∨				M-H
5 Religious data (control measures) 6 Administrator data		✓	√	1	√		√							✓		√			✓ ✓	V		✓ ✓			V	V	✓ ✓	V /	1		M-H
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	Track progress		✓	√			√	√				√							√	✓		√			√	√	√	√			M-N
	Supervision students						√					✓							√	✓		√			√	√	√	√			M-M
	Learning analytics						√	✓	<u> </u>									-	✓			√			√	✓	✓	√			M-H-
	Medical record						✓													✓		✓			✓			√			M-H-
Finance (full cycle)		l		1	l	1	✓	l	1	I	1	I	I	✓	1	1	I	1	✓	I		✓		1	I	✓	✓	✓	✓		M-H-I

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.
- 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.
- Applicable retention periods and moment of destruction of the data.
- General description of the technical and organizational information security measures.

Explanation categories of personal data (D)

Lybic	anation co	ategories 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	Health data (granted facility)		The facilities granted to students on the basis of health problems.								
5	Religious d	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 stud	dy 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	10 BSN		Citizen Service Number									
11 Educational organization		Faculty, program, courses.										
	Till	Explanations of abbreviations	_	Lawfulness of processing (examples in parentheses)								

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

- 1 Right to be informed (articles 13 and 14 GDPR)
- 2 Right of access (article 15 GDPR)

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- **3** Right to rectification (article 16 GDPR)
 - Right to erasure / be forgotten (article 17 GDPR)
- Right to restriction of processing (article 18 GDPR)
- 6 Right to data portability (article 20 GDPR)
- **7** Right to object (article 21 GDPR)
- 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

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.

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.

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

Provision to third parties

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.

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

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