

## Privacy Statement VU online Study Choice Check

Date: The 27th of February, 2024

It is very important to the VU University Amsterdam (VU) that your privacy is protected and that your personal data is properly secured. In this privacy statement we describe how we handle your personal data as part of the online VU Study Choice Check.

The VU Study Choice Check (SKC) consists of two steps:

1. an online questionnaire in the VUnet student portal; and
2. an SKC activity. In some study programmes this activity is offered online. This privacy statement concerns the online SCC activity and applies to all VU prospective students who participate in an online SCC activity. Most online SCC activities are offered in Canvas, the Learning Management System of the VU.

We process your personal data in accordance with the applicable privacy legislation, including the General Data Protection Regulation (GDPR) and the Dutch General Data Protection Regulation Implementation Act (UAVG).

### 1. Who is responsible for processing of my personal data?

Stichting VU is responsible for the data processing operations described in this privacy statement.

Stichting VU maintains the Vrije Universiteit Amsterdam as a privately run university in accordance with the Higher Education and Research Act of The Netherlands ('Wet op het hoger onderwijs en wetenschappelijk onderzoek'). Stichting VU has its registered office at De Boelelaan 1105 in (1081 HV) Amsterdam and is registered with the Chamber of Commerce under number 53815211.

### 2. Which (categories of) personal data do we collect?

We will process the following personal data:

- a. name;
- b. email address as provided in Studielink;
- c. chosen study programme;
- d. student number;

If you participate in the SKC activity, we will also process the following personal data:

- e. user data; and
- f. personal data contained in uploaded documents, comments and quiz results.

### 3. For which purposes are my personal data processed, and on the basis of which legal grounds?

The personal data will only be used for the following purposes:

- a. to provide you access to the online SCC activity of your programme;
- b. to invite you to the online SCC activity and, if necessary, to send you a reminder to participate;
- c. to register your participation in the SCC activity;
- d. to provide advice and feedback, to answer questions or to handle complaints; and
- e. to compile user statistics in order to evaluate and improve the SCC activity.

We process your personal data on the basis of legitimate interests of the VU (Article 6.1 (f) of the GDPR). The processing is necessary for the purpose of pursuing our legitimate interests. These legitimate interests consist of being able to properly organize and carry out the VU Study Choice Check, which contributes to prospective students' careful selection of a suitable field of study at the VU. Throughout the processing, prospective students' data is protected and their privacy is preserved.

#### **4. Who has access to my personal data?**

Your personal data will only be accessed by employees of the VU who, by virtue of their position, have a role in processing your personal data for the above purposes and for whom it is necessary that they have access to the data.

#### **5. Will my data be shared with third parties?**

When processing your personal data, we may use service providers who process your personal data on behalf of and under the responsibility of the VU. An example of this is Canvas, the Learning Management System of the VU. The VU concludes processing agreements with these service providers to ensure that your personal data is processed carefully, securely and in accordance with the General Data Protection Regulation (GDPR). We remain solely responsible for these processing activities.

#### **6. Will my personal data be transferred to countries outside the European Economic Area (EEA)?**

Yes, it is possible that your personal data will be transferred to countries outside the European Economic Area (EEA). We will only transfer your personal data to countries outside the EEA if such a transfer meets the standards set out by the GDPR.

Because we make use of Canvas, the VU's Learning Management System, your personal data may be transferred to the United Kingdom and the United States. The VU and Canvas have concluded a Model Agreement, as approved by the European Commission, that guarantees the protection of your data for this international transfer.

#### **7. How long do we keep your personal data?**

Your personal data will not be kept longer than is necessary to achieve the predetermined purposes stated in this Privacy Statement. Any personal comments or documents uploaded by you in the SCC activity will be removed within four months after the bachelor programme registration deadline.

#### **8. How do we protect your personal data?**

The VU takes appropriate technical and organizational measures to protect your personal data against loss and any form of unlawful processing.

#### **9. Who can I contact when I have a questions?**

Please contact the SCC coordinator of your programme. You can find the contact details in the invitation for the online SCC activity. If this information is not available to you, please send an e-mail to [contact@vu.nl](mailto:contact@vu.nl).

#### **10. How can I exercise my privacy rights?**

On the basis of the GDPR you have the right – under certain conditions – to access your personal data that we process, to correct your personal data if it contains factual inaccuracies, to delete your personal data, to limit the processing of your personal data, to portability of your personal data and to object to the processing of your personal data.

Data Protection Officer (Functionaris Gegevensbescherming)  
De Boelelaan 1105  
1081 HV AMSTERDAM

[functionarisgegevensbescherming@vu.nl](mailto:functionarisgegevensbescherming@vu.nl)

To be able to deal with your request, you may be asked to identify yourself on the basis of additional personal data that the VU has of you. If this method of identification is not possible, you may be asked to identify yourself with an identification card. In this way it will be verified that the request has been made by the right person. If you are not satisfied with the way in which we deal with your personal data, you always have the right to submit a complaint with a supervisory authority.

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