

Privacy statement UU Welcome Week 2024

The University Utrecht (UU) is committed to looking after the personal data of everyone who participates at the UU Welcome Week. We attach great importance to the privacy of our participants. In this privacy statement, we will explain what happens with your personal data that is used for the UU Welcome Week. In this statement you can find, among other things, for what purposes we process your data, how you can exercise your rights, and other information that may be relevant for participants and mentors of the UU Welcome Week.

Who is responsible for the processing of my personal data?

The UU is the controller within the meaning of the General Data Protection Regulation (GDPR) and is responsible for the processing of the personal data described in this privacy statement. The UU is a legal entity under public law pursuant to Article 1.8 of the Higher Education and Scientific Research Act and is located at Heidelberglaan 8, (3584 CS) Utrecht. The UU has a legal obligation to process your personal data carefully. The UU believes it is essential that the personal data of its employees is treated and secured with the utmost care. The most important thing is that we strive to comply with the requirements of the GDPR in all cases. You can reach us via welcomeweek@uu.nl.

What personal data is processed?

The personal data we process from you is dependent on whether you are participating as a student or as a mentor. You provide the personal data to us yourself. Please note that if the chat function in the app is used, these chats could also contain personal data.

If you participate in the UU Welcome Week as a student, the following data will be requested and processed:

- First and last name;
- Email address;
- Study programme;
- Best spoken language;
- Student number;
- Date of birth;

When you participate as a mentor, the following personal data will be processed:

- First and last name;
- Email address;
- Study programme;

- Availability during Welcome Week.

For what purposes is my personal data processed?

The personal data that is collected from you, will be used by the UU to make participating in the Welcome Week possible for you. To participate in the Welcome Week, as a mentor or student, you first have to sign up. With the data, we create an account that you can log into with your (user)name and self-selected password. The information about your study programme and your best spoken language is used to make the optimal division of students in groups, to increase diversity and a pleasant Welcome Week. We ask for your student number to ensure that you are indeed an incoming UU student this year. Finally, we ask for your date of birth so we are able to check for underage students at events during the Welcome Week.

Your email address can also be used to send messages before, during, and after the Welcome Week, for example to communicate information regarding the programme, any unforeseen changes, to inform you of other activities, and to ask you to fill out an evaluation form. Would you rather not receive emails after the Welcome Week? Let us know via welcomeweek@uu.nl.

A photographer will be present during the UU Welcome Week and will be easily recognizable in a manner that will be communicated clearly before the start of, and during, the Welcome Week. These photos will be used by the Welcome Week Team for marketing and promotion purposes. The material will be processed according to the GDPR, based on Legitimate Interest. In case you are featured on a photo or video posted on our social media or website and you would like to see it removed, please send an email to welcomeweek@uu.nl. Additionally, please feel free to turn around or step out of sight if you are being photographed, or to simply let the photographer know in the moment that you do not want to be photographed.

What are the legal grounds?

We process your personal data based on Consent. You can withdraw your consent at any time. If you withdraw your consent, we will delete all your data. Do you want to withdraw your consent? Send an email to welcomeweek@uu.nl.

To take photos and videos during the UU Welcome Week, we use the legal ground Legitimate Interest. It is also possible that the UU has a legal duty to process your personal data, for example when there is an incident during the Welcome Week in which the police is involved.

It is also possible that your personal data is processed to protect your vital interests, for example in case of a medical emergency.

For how long will my data be stored?

The personal data we collect in the context of the UU Welcome Week will be deleted within a month after the end of the UU Welcome Week, with the exception of any visual material collected during the UU Welcome Week. Visual material will be deleted from our systems no later than five years after the last day of the UU Welcome Week 2024, unless objection is filed by those depicted in the visual material in question.

Is my data shared with third parties?

Your personal data will be shared with the provider of the online registration system (3WA) we use to handle the sign-ups for the UU Welcome Week. The UU has binding agreements with this provider to ensure reliable and careful handling of your personal data. These agreements are contractually established in so-called processing agreements.

Is my data shared with parties outside of the EER?

The UU does not have the intention to share your personal data with receivers outside of the European Economic Space (EER) or an international organisations.

Automated decision making

No automated decisions are made in any way without any human intervention.

Which rights do I have according to the GDPR and how do I exercise them?

When processing your personal data, you have a number of rights, such as the right of access, the right to rectification and the right to restrict processing. When doing this, please make sure that it is clear that you are requesting to see or to correct your data based on the GDPR. You can also request that your data is deleted, but only insofar as this still allows the UU to comply to any legal requirements, like the legal retention period. When submitting your request, we may ask you some questions to determine your identity. Additionally, you also have the right to withdraw your consent at any time.

When you want to exercise any of the rights above, please contact the Welcome Week via welcomeweek@uu.nl. For more information about your GDPR rights as a student at the UU, please refer to the [general privacy statement for students](#).

If you want to file a complaint, you can send an e-mail to our Data Protection Officer via fg@uu.nl. You also have the right to file a complaint with the Dutch Data Protection Authority about the use of your personal data via their [website](#).

Questions

If you have any questions about the way your personal data is processed, you can contact us via welcomeweek@uu.nl. Additionally, the UU Data Protection Officer can be reached via privacy@uu.nl.

This Privacy Statement was last changed on June 24, 2024. The UU reserves the right to make changes to this Privacy Statement where necessary.