

Privacy notice

Assembly board Student Survey - Autumn 2019

The Data Controller of the information being collected is: The University of the Highlands and Islands (UHI), Executive Office, 12B Ness Walk, Inverness IV3 5SQ. Phone: 01463 279000.

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at dataprotectionofficer@uhi.ac.uk

This privacy statement relates to the following processing:

Assembly board Student Survey - Autumn 2019

We are wishing to ascertain student views on the student experience for FE and HE students at their colleges, institutes and the University of the Highlands and Islands.

Your responses will be used for the following purposes:

Based on your responses, and other consultations we are currently undertaking, the Assembly Board will make recommendations to the UHI Assembly. The recommendations will be considered by the University Court and Boards of Management for approval and implementation.

Our legal reason to use the data is: You have given consent for the use. Please note: if you decide to withdraw your consent after completing the survey, we will not be able to remove your data as it will be anonymised.

Your responses will be retained for up to twelve months. All responses will be deleted no later than 01 December 2020.

Your data will, or may, be shared with the following recipients or categories of recipient:

- The University of the Highlands and Islands partnership colleges and learning centres
- Highlands and Islands Students' Association (HISA)

Limited personal data will, or may, be shared with contracted third parties to enable provision of services for the purposes of analysis of the survey responses:

- ScotInform Ltd (an independent research company)

Your responses will be retained in the university student records system and will be deleted no later than 01 December 2020.

The following rights are rights of data subjects:

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

The following rights apply only in certain circumstances:

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability

You also have the right to lodge a complaint with the Information Commissioner's Office about our handling of your data.