

PRIVACY POLICY

“Sending Alumni newsletters and information” regarding data management

1. Denomination of the data controller:

Széchenyi István University (hereinafter: University)

address: 9026 Győr, Egyetem tér 1.

email: sze@sze.hu

telephone number: +36(96) 503-400

website: uni.sze.hu

2. Data management legislation:

- The Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation);
- the Law CXII of 2011 on the right to self-determination as regards information and freedom of information;
- the Law CCIV of 2011 on National Higher Education.

3. Subject matter and the ones concerned by the data management:

Subject matter of the data management: Sending Alumni newsletters and information

The ones concerned by data management: subscribers of the newsletter, natural persons in a student / study relationship with the data controller, and natural persons concluding a student / study contract with the institutions of the data controller and its predecessor and completing the training/passing a successful final examination/a successful exit examination (Alumni)

4. Scope of the processed data, the purpose, the duration, legal basis of data management, the source of the data

Scope of the processed data	Purpose of data management	Legal basis of data management	Duration of data management	Source of data
Identification data of the natural person (name, mother's name, date of birth, address at the time of the enrollment)	Operation of the Alumni system, personalised information: on news, further education opportunities, alumni discounts,	GDPR Article 6 paragraph (1) a) the consent of the person concerned	until the withdrawal of the consent	Neptun, voluntary data service of the person concerned

	programmes, tenders, event organisation, search for fellow students, support of professional career, issue of certification/diploma, sending newsletters			
Contact information (e-mail address, telephone number, language of communication, postal address, GDPR statement)	Operation of the Alumni system, personalised information: on news, further education opportunities, alumni discounts, programmes, tenders, event organisation, search for fellow students, support of professional career, issue of certification/diploma, sending newsletter	GDPR Article 6 paragraph (1) a) the consent of the person concerned	until the withdrawal of the consent	Neptun, voluntary data service of the person concerned
Study data (qualification, diploma details, internship data, register data, related dates, language of the training, training data)	Operation of the Alumni system, personalised information: on news, further education opportunities, alumni discounts, programmes, tenders, event organisation, search for fellow students, support of professional career, sending newsletter	GDPR Article 6 paragraph (1) a) the consent of the person concerned	until the withdrawal of the consent	Neptun

5. Data transmission, data processing

The University forwards personal data to a third party only on the basis of a legal authorization or the consent of the person concerned, and only in exceptional cases. The University does not use / uses a data processor for the present data management.

6. Data security measures:

The University shall ensure the adequate security of personal data, including protection against unauthorized or unlawful handling, accidental loss, destruction or damage, by applying appropriate technical or organizational measures.

7. Your rights regarding data management:

The GDPR contains your data protection rights and remedies, together with their limitations in detail (in particular Articles 15, 16, 17, 18, 19, 21, 22, 77, 78, 79 and 82 of the GDPR). You may request information about your data at any time, request the correction, deletion or restriction of your data at any time, or object to the processing of your data based on a legitimate interest.

You can exercise your rights via the e-mail address adatvedelem@sze.hu.

- **Right to information:**

You may request information about the handling of your personal data at any time in writing, such as:

- which personal data are processed
- on which legal basis your personal data are processed
- for which purpose your personal data are processed
- from which source your personal data are processed
- for how long your personal data are processed
- which data management rights apply to you
- whether we forward your personal data, if yes, to whom

- **Right of rectification:**

You are entitled to have the University to correct inaccurate personal data about you at your request.

- **Right to erasure:**

You can request the deletion of your personal data from the University in writing. This provision shall not apply if the processing is necessary: for the fulfillment of an obligation under EU or member state law applicable for the University requiring the processing of personal data, or for the submission, enforcement, protection of legal claims.

- **Right to restriction:**

The data controller shall restrict the data processing at the written request of the data subject in case one of the following conditions applies:

- (a) the data subject contests the accuracy of the personal data, in which case the restriction shall apply for a period which allows the controller to verify the accuracy of the personal data;
- b) the data processing is unlawful and the data subject opposes their erasure and requests the restriction of their use instead;
- c) the data controller no longer needs the personal data for the purpose of processing the data, but the data subject requests them in order to make, enforce or protect legal claims.

In your request for the restriction of data processing you must also indicate the reason for requesting the restriction.

- Right to object:

You are entitled to object to the processing of data on the basis of a legitimate interest for reasons related to your own situation. In this, the University examines data processing in relation to you on the basis of a balance of interest, and in case it finds your request is justified, your personal data will be deleted. We will always inform you of the result of the examination.

- Right to withdraw voluntary consent:

The consent to data management can be withdrawn at any time. In case of the withdrawal of your consent, you can also request the deletion of your uploaded data. Withdrawal of consent shall not affect the lawfulness of the data processing based on consent, prior to the withdrawal.

- Common rules of practice:

The University shall, without undue delay and within one month from the receipt of its application, provide information in writing, in a comprehensible form, on the action taken on the basis of the application, or on the rejection and reason thereof. If necessary, this deadline can be extended by two months, taking into consideration the complexity of the application and the number of applications.

8. Possibilities for your enforcement:

If you consider that the data processing is unlawful, you can apply to the National Authority for Data Protection and Freedom of Information (In Hungarian: Nemzeti Adatvédelmi és Információszabadság Hatóság (NAIH)) or a court as follows:

- Official notification

If you consider that the processing of your personal data - or the exercise of your rights to access public data or public data in the public interest - has been infringed or is in imminent danger, you may initiate an investigation at the supervisory authority:

Contact details of NAIH

address:	1055 Budapest, Falk Miksa utca 9-11
postal address:	1363 Budapest, PO box: 9
telephone number:	+36 (1) 391-1400
fax:	+36 (1) 391-1400
e-mail address	ugyfelszolgalat@naih.hu
website:	https://naih.hu/

- Initiating authority proceedings:

In case of experiencing unlawful processing of your personal data, you can initiate a civil lawsuit against the data controller. Such lawsuit belongs to the jurisdiction of the tribunal in

Hungary. You can be informed about the jurisdiction and the contact details of courts on the following website: www.birosag.hu