





Previously the data protection laws were set out in the Data Protection Act 1998, but from 25 May 2018 new data protection laws apply. These are set out in the EU General Data Protection Regulation (called "GDPR") and a new UK law, the Data Protection Act 2018.

Under these laws, BU is the **data** controller of the information it collects and processes as described in this Notice. This means that it has the core legal responsibility to safeguard the information and ensure it is processed lawfully.

In particular BU must:

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Necessary for the performance of a contract between you and BU: this will be either the core contract between us for the delivery of your course (if you are a BU student) or another contract between you and BU. The terms of the BU Student Agreement can be found here: <https://www1.bournemouth.ac.uk/students/help-advice/important-information> [Art 6.1(b)]



Necessary for compliance with a legal obligation on BU: we will provide more information about the relevant obligation [Art 6.1(c)]



Necessary for the performance of a task carried out in the public interest: this would usually be an activity within BU's core purpose as a statutory higher education corporation, to deliver higher education and carry out research, but might refer to a public interest task pursued by another organisation [Art 6.1(e)]



Consent: this means that you have agreed that we can use your data for this specific purpose. You are able to withdraw your consent at any time. Consent can be withdrawn by contacting alumni@bournemouth.ac.uk, tel: 01202 961083 or, where you have received a separate privacy notice specific to your consent, by using the contact details in that notice. [Art 6.1(a)]



Necessary for legitimate interests pursued by BU or another organisation, where BU has determined that the processing represents an appropriate balance between its aims and your interests, rights and freedoms as a data subject. Where this applies, we will identify the purpose we are pursuing [Art 6.1(f)]



Necessary to protect your vital interests or those of another person, i.e. to prevent or manage significant risks of harm [Art 6.1(d)]

One of these must apply if we are processing any information about your racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health or disability or your sex life or sexual orientation. These are referred to as "special categories" of data in the data protection legislation.



Explicit consent: this means that you have explicitly agreed that we can use your personal data for this specific purpose. You are able to withdraw your consent at any time. Consent can be withdrawn by contacting alumni@bournemouth.ac.uk, tel: 01202 961083 [Art 9.2(a)]



Necessary to protect the vital interests of you as the data subject or another person, where you are physically or legally incapable of giving consent [Art 9.2(c)]



Necessary for the purposes of substantial public interest. Where this applies, we will identify the relevant public interest [Art 9.2(g)]





Necessary for establishment, exercise or defence of legal claims [Art 9.2(f)]

Necessary for healthcare purposes, including assessment of working capacity,





2. When and how we collect your data

The data we hold about you is collected or generated in the following ways:

- ◁ Collected internally from BU's Student Records system, at the point at which you move from being a student to an alumnus. This includes your name, gender, residential address, student number, email address, date of birth, course studied, award and year of graduation.
- ◁ Collected directly from you: for instance through the alumni details form completed by you and subsequently through your expressed preferences for your continued involvement with BU (e.g





4. How would you rate your experience at BU?

Excellent 5 stars
Very Good 4 stars
Good 3 stars
Fair 2 stars
Poor 1 star

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We would like to hear from you

As a BU alum, please

rate

BU's Alumni



To help us improve

our programs at BU, a

rating is very helpful

to us. We would like

to hear from you

about

your experience

at

BU's School

of Business

Management

degrees off Master's degree





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 Consent: you have agreed to this processing.





Details of your participation in a mentoring scheme will be kept in order to administer the scheme and deal with any queries or concerns the alumni mentor or the student mentee may have in connection with their involvement in the scheme.

 Necessary for legitimate interests pursued by BU, i.e. to ensure the smooth administration of the mentoring scheme and the ability to deal with any queries or concerns from students and alumni participating in such schemes.


Details of mentoring schemes including the information provided when you agreed to participate in the scheme and any feedback provided on completion of a mentoring programme between an alumni mentor and a student mentee will be kept for future analysis

 Necessary for legitimate interests pursued by BU, i.e. to help us measure the uptake of such schemes and to ensure the mentoring schemes are providing a useful service for BU students

x To administer and steward donations and pledges

We process your data in order to administer your donations in accordance with charity and accounting law. We also process your data to ensure we meet your communications preferences (for instance by sending you periodic reports on your funded projects or invitations to relevant events),    

More information: Processing of your data will include basic address and contact details, details of the donation, any Gift Aid statement and correspondence relating to the donation and its purpose. It will also include a record of the due diligence we have undertaken in connection with a donation.

 Necessary for compliance with a legal obligation. BU is required to comply with charity, anti-bribery, anti-money laundering and taxation legislation when considering whether to accept and/or accepting donations

Information that you provide to us about your communications preferences will be used by us to ensure that we communicate with you in accordance with your stated interests (e.g. to provide you with progress reports in connection with your funded projects or to inform you of events that we think may be of interest to you) and your requested method(s) of communication. We only send these communications with your agreement and in line with your stated preferences. You can change your preferences or stop these contacts at any time by contacting alumni@bournemouth.ac.uk tel: 01202 961083.



Necessary for compliance with a legal obligation on BU: BU is required to comply with charity and taxation legislation when processing financial records relating to the grant.

We will use data collected from you and the grant funder in relation to grant applications and awards for analysis



Necessary for legitimate interests pursued by BU, i.e. to analyse the success of grant awards to help inform future grant rounds to ensure that grants are appropriate for the needs of BU students to enable them to progress their education, develop their employability skills and/or develop their research.

x To manage the fundraising actions and introductions by our volunteers EU/2018/2001121e88(o)4 e



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We process the data of funders that are organisations in order to administer the grants and



extent outside of the Fundraising and Alumni Relations department (e.g. we may use information collected to prepare a short biography of you for reference by senior BU staff members). We do not pass the information to any other charities. We will delete the data if we have not made contact with you, via a Champion, within 18 months of completing our research.



Legitimate interests pursued by BU i.e. to enable BU to identify major donors that may be able to provide support to BU for the benefit of BU students, teaching, research and capital projects.

Once we have been introduced to you by a Champion, any further c,wa



5. Additional sharing of your data with third parties

This section explains when and why we share your data with third party organisations for their purposes, where this is not covered in section 4.

We provide your name, course details and contact information to the organisation which acts on behalf of HESA to carry out the Graduate Outcomes Survey.

This is a survey about job/career outcomes for higher education graduates. After you leave BU you may be contacted and asked questions as part of this survey.

We provide this information for a task in the public interest, or for legitimate interests, and for research and statistical purposes.

For information about the data provided to HESA and the way it is processed by HESA and other third parties, please see the HESA Collection (privacy) notice for students:
<https://www.hesa.ac.uk/about/regulation/data-protection/notices>


If you are contacted for the purpose of the Graduate Outcomes Survey, you will be given further privacy information at this point.   

 Necessary for legitimate interests

 Necessary for the performance of a task carried out in the public interest

 Necessary for research or statistical purposes

We will share personal data with emergency services where this is necessary to safeguard your position or that of other individuals. 

We will also share personal data with the police or other organisations with responsibility for investigating potential crimes such as fraud (e.g. local authority or HMRC fraud investigation teams) where satisfied that this is necessary for the prevention or detection of crime, the apprehension or prosecution of offenders or the assessment or collection of tax or duty. 

This may include sharing special category data such as health information. 



Depending on the nature of the situation which has arisen, sharing with the emergency servi

