

# Scholarships Privacy Statement

We believe in complete transparency.

## **Scholarship Applications**

When applying for a scholarship, your application form may be shared with other members of staff involved in the decision making and with external Trustees, if appropriate. If this data is shared with them application forms will be sent either with password protection by email, or by recorded mail if by paper copy.

Application forms will be retained for 6 months following application if unsuccessful, and for 12 months after the final payment date if successful.

We log on our CRM and Raisers' Edge computer systems any awards made to you. This is for auditing purposes and to record your success.

## **Security measures and Data Retention**

We take the security of your personal data very seriously. In addition to the security measures imposed on users of the systems themselves, the systems have measures in place to ensure compliance with all ICO regulations.

In accordance with the principles of the Data Protection Act 2018 and the General Data Protection Regulation 2018, we aim to keep the data held by the University up to date and only so long as the data are relevant for the above purposes or otherwise for reporting or auditing requirements of the University. Such processing is lawful under GDPR Article 6(1)(f) and it is in the University's provable legitimate interests to use the information in such a manner and such processing does not unfairly impact on any rights you have.

## **Your rights to access your personal data**

As a data subject, under the Data Protection Act 2018 and the General Data Protection Regulation 2018 you have rights of access to the personal data held about you by any data controller. If you wish to access the personal data held about you please contact the University of Northampton Data Protection Officer  
[phil.oakman@northampton.ac.uk](mailto:phil.oakman@northampton.ac.uk)

## **Contacting us**

If you have any queries about the use of your personal data, wish to notify us of a change in your contact or other details or wish to request a change to the processing of your personal data, please contact the University Marketing Office:

University of Northampton Ecommunications Team  
[ecomms@northampton.ac.uk](mailto:ecomms@northampton.ac.uk)  
0300 3032772