



ASIANET COURSE APPLICATION FORM - PRIVACY NOTICE

EU General Data Protection Regulation (GDPR), articles 13 and 14

Date: June 1, 2018

1. REGISTER HOLDER
Finnish University Network for Asian Studies
c/o Centre for East Asian Studies, 20014 University of Turku, Finland
e-mail: asianet@utu.fi
<http://www.asianet.fi>
2. CONTACT PERSON:
Director Outi Luova: asianet@utu.fi
3. DATA PROTECTION OFFICER
University of Turku Data Protection Officer Camilla Engman, dpo@utu.fi
4. NAME OF THE REGISTER
Asianet Course Application Forms on UTU Webropol
5. PURPOSE OF COLLECTING DATA
The application form is used to apply for study right for the Asianet online course(s) at the University of Turku. The asked data is necessary for the application of a study right according to University of Turku student application regulations.
6. LEGAL BASIS FOR PROCESSING DATA
The processing of data is based on fulfilling the University's mission as per the Universities Act (588/2007) 2§.
7. CATEGORIES OF PERSONAL DATA AND STORAGE TIME
Necessary personal information for application of study right at the University of Turku. The data is stored by Webropol Oy for the duration of each application period. After the application period data is transferred to the University of Turku, where it is stored according to the University of Turku archival regulations.
Using the email service generates log entries, which are used for taking care of data security, the technical development of the service, and for detecting, preventing, and solving system errors (Tietoyhteiskuntakaari (917/2014) 138§, 141§, 144§, 272§). Log entries are stored for the duration necessary to take care of these tasks and they will not be used for other purposes.
8. INFORMATION SYSTEMS USED
Webropol Oy, University of Turku Student Registry
9. SOURCES OF DATA
From the data subjects.
10. DISCLOSURE OF DATA

The University of Turku may use sub-contractors to produce the service. The collected data will not be transferred outside EU /EEA area as such. A limited selection of data may be sent outside EU/EEA area, in case the course teacher is located outside this area. In this case only name, student number, name of university and email address will be sent to the course teacher.

11. DATA PROTECTION

Webropol Data Protection Description:

http://webropol.fi/gdpr/Webropol_Tietoturvakuvauus_Whitepaper_FIN-20171207.pdf

University of Turku Data Protection Description:

http://www.utu.fi/en/unit/university-services/it-services/information_security/Pages/Data-Security-Description.aspx

12. RIGHTS OF DATA SUBJECTS

Data subjects have the right to request access to the data regarding themselves and to request that the data be corrected or removed, or the processing of data restricted. The collection of data is based on consent, and data subjects have the right to withdraw their consent at any time by contacting the register holder.