

# Systems Innovation for Sustainable Farming Application

## Privacy Statement



### Who are we?

This privacy notice is for University College Dublin, Belfield, Dublin 4, Ireland, in particular for UCD School of Biosystems and Food Engineering . You can contact us by email on [sbfe@ucd.ie](mailto:sbfe@ucd.ie).

The University fully respects your right to privacy and actively seeks to preserve the privacy rights of those who share information with the University. Any personal information which you volunteer to the University will be treated in accordance with Irish and European Data Protection legislation.

### Why and how we collect and process the information and for how long we keep it?

We collect your personal data for the purpose of the application to the Systems Innovation for Sustainable Farming Microcredential and the associated Learner Fee Subsidy on the bases of consent. We will collect the following types of personal data:

#### Module Application:

- Name
- Email Address and Phone number
- Address
- Date of Birth
- Gender
- Native Language and English Language exam outcomes if applicable.
- Country of Citizenship and Birth
- Academic and Employment History

#### IKC3 Micro-credential Fee Subsidy Application:

- Country of Residence and related evidence

- PPS number and related evidence of PPS number
- Nationality or Residence Permit Information and related evidence
- Personal Statement

For students who accept an IKC3 Micro-credential- We will keep your data for six years after the micro credential is complete.

The above data is required to make an application to the Micro-credential and to access eligibility for the IKC3 Learner Fee Subsidy, as outlined.

### **Who has access to the information and who we share it with?**

Internal access: The personal data collected from you will be accessed by UCD School of Biosystems and Food Engineering. As a Micro-credential, the UCD Micro-credential team can also access this information.

External access: The IKC3 Learner Fee Subsidy for **Systems Innovation for Sustainable Farming** is processed by University College Dublin from funding provided by the Higher Education Authority. In the case of an audit by the Higher Education Authority, they may need to verify applications and associated documentation to ensure appropriate allocation of funds. This only applies to students who accept an IKC3 Micro-credential fee subsidy.

### **What are your rights?**

- Right of access
- Right to rectification
- Right to erasure
- Right to restrict processing

If you have concerns about your rights as participant/student, you can contact the UCD DPO by email [gdpr@ucd.ie](mailto:gdpr@ucd.ie).

If you are not satisfied with UCD's response or believe we are not processing your personal data in accordance with the law, you can complain to the Irish Data Protection Commission. For more detail see: <https://www.dataprotection.ie/>

### **Privacy Notice for University College Dublin**

You can access UCD's Privacy Notices at <https://www.ucd.ie/privacy/>. This specific privacy notice is to provide you with further information on how University College Dublin, Dublin, Republic of Ireland (the 'University'), captures and uses personal data and the steps the University takes to protect your personal data and your right to privacy.