

International Mobility Registration Privacy Notice

The University of South Wales, including the Royal Welsh College of Music and Drama (RWCMD), is the data controller and the University's Data Protection Officer can be contacted through dataprotection@southwales.ac.uk. The University is committed to protecting the rights of students in line with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). This privacy notice provides detail of the use the University makes of personal data when processing applications from individuals seeking funding for international study, work, or volunteering mobilities.

What information we collect?

The University through its Careers and Employability and International teams collect personal data for the purposes of advising, informing, and supporting individuals who have expressed an interest in accessing funding to study, work or volunteer overseas.

The following personal data may be collected – name, contact details, course data, information about work/volunteer preferences, information relating to eligibility, passport details, application data and information received for successful applicants required by the funding provider.

Why we collect this information?

Personal data is processed to determine eligibility against the various external funding schemes and their independent individual criteria. It will ultimately be used to match an application with a funding scheme, allocate and process monetary grants and meet reporting requirements as set out by each funding scheme.

Personal data will be processed for administration purposes relating to enquiries for international student mobility funding, to promote our services and to provide information that may be of interest to the individual.

It may also be used to produce management statistics or conduct analysis into international student mobility funding and widening access activities.

With consent the University may use limited information for the purposes of the promotion and marketing of the various schemes.

What is our legal basis for processing?

In order to provide individuals with funding for international student mobilities, the University will process the information provided on the basis that it is necessary for the performance of a contract.

The University undertakes analysis to monitor and assess the allocation of funding. This is necessary for the performance and management of the funding schemes and is carried out in the public interest.

Who are the recipients or categories of recipients?

For initial applicants for international student mobility funding, personal data is used only by members of staff within the University (including RWCMD) to determine eligibility.

Once an applicant's eligibility has been determined against an individual funding scheme criteria then information will be shared with that scheme through their reporting mechanisms. The applicant will be informed of their approval for funding and provided with the information of the relevant scheme, they will need to confirm their acceptance and willingness for their information to be shared with either:

- Taith Scheme
- Turing Scheme

When confirmation from the individual has been given, the only information provided to the relevant Third Party will be for the purpose of fulfilling the contract and releasing the associated funding.

The retention period for the data

Personal data will be stored in line with our [retention schedule](#) and in line with partner requirements.

Individual rights

If the individual has provided consent to the University to process personal data, then they also have a right to withdraw that consent. Please contact enquiries@southwales.ac.uk if you wish to withdraw your consent.

You have a right to access your personal information, to object to the processing of your personal information, to rectify, to erase, to restrict and to port your personal information.

Please visit the [University Data Protection webpages](#) for further information in relation to your rights.

Any requests or objections should be made in writing to the University Data Protection Officer:-

University Secretary's Office,
University of South Wales
Pontypridd,
CF37 1DL

Email: dataprotection@southwales.ac.uk

Security of data

Data Protection legislation requires us to keep your information secure. This means that your confidentiality will be respected, and all appropriate measures will be taken to prevent unauthorised access and disclosure. Only members of staff who need access to relevant parts or all of your information will be authorised to do so. Information about you in electronic form will be subject to password and other security restrictions, while paper files will be stored in secure areas with controlled access.

That the individual can complain to the ICO

If you are unhappy with the way in which your personal data has been processed you may in the first instance contact the University Data Protection Officer using the contact details above.

If you remain dissatisfied then you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: -

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF
www.ico.org.uk