

US-UK Fulbright Commission Data Privacy Notice

For UK Summer Institute and Study of the United States Summer Institute Applicants

The US-UK Fulbright Commission is committed to being transparent about how it collects and processes personal data, and to meeting its data protection obligations in accordance with the General Data Protection Regulation (GDPR). This document outlines how we will process information about you.

Purpose of processing

The US-UK Fulbright Commission collects and processes your personal data, including sensitive categories of personal data, that you voluntarily provide to us when you apply for a UK Summer Institute or Study of the US Institutes (SUSI).

The information you provide will be used to:

- Assess and review your application for a Summer Institute (“the selection process”)
- To contact you regarding the selection process and the outcome of your application

Information processed

Personal data includes your biographical details, contact information, and education information. Sensitive categories of personal data include equal opportunities information monitoring data including gender, age, ethnicity, sexual orientation, and religion. All data is stored securely on our systems and is processed in accordance with the GDPR.

Sharing your data

For the purposes of the selection process, we will share your data with members of the Fulbright selection committees as appointed by the Fulbright Commission such as partner universities, and/or one or more of the following organisations(s): US State Department, Bureau of Education and Cultural Affairs (ECA), US Embassy and Consulates, your host university (i.e. Fulbright sponsoring partners). Your email address will be shared with the Summer Institute partner university you applied to and they may contact you. Equal opportunities monitoring data is not shared during the selection process.

Retention

If your application is successful and you accept a place on a Summer Institute, you will become a participant and eventually an alumnus of the Fulbright Summer Institute programme. The data you provide during the application process will be stored in our systems for the purposes of facilitating your award and managing the alumni relationship. You will receive a further privacy notice at that time.

If your application is unsuccessful, your application data including your personal data and equal opportunities monitoring data will be anonymized, and the anonymous data will be stored for statistical purposes only. Other sensitive personal data will be deleted. Application data is anonymised on an annual basis.

Legal Basis for processing

We must have a recognised lawful basis for processing your personal data. We process your personal data mainly as part of our legitimate business interests. However, depending on the personal data we are collecting, we may process your data under one or more of these other legal reasons:

- When we must comply with the law or have a legal duty or obligation
- When we have your consent to use your information, including sensitive categories of personal data
- To fulfil a contractual obligation

Your rights

Under the General Data Protection Regulation, you have the following rights:

- To request a copy of your personal data
- To have your personal data rectified if you see it is inaccurate or incomplete
- To request erasure and to request data portability
- To complain about the way your data has been processed

If you have any concerns about the processing or use of your data, would like a copy of the data we are holding or want to request that we erase your data, please contact the Fulbright Commission Data Protection Officer by email at dpo@fulbright.org.uk. If you have any complaints about the way your data has been handled, you may contact the Fulbright Commission Data Protection Officer and, if still unsatisfied, you can contact the Information Commissioner's Office (ICO) - the UK's independent body which oversees the data protection law - on <https://ico.org.uk/make-a-complaint/> or on +44 (0) 303 123 1113.