

Data Protection Notice

Tyndall National Institute TY programme 2024

At University College Cork, we treat your privacy seriously. Any personal data which you provide to the University will be treated with the highest standards of security and confidentiality, in accordance with Irish and European Data Protection legislation. This notice sets out details of the information that we collect, how we process it and who we share it with. It also explains your rights under data protection law in relation to our processing of your data.

Who we are

Throughout this Notice, “we”, “us” and “our” refers to Tyndall National Institute, University College Cork. For more information about us, please refer to our website: <https://www.tyndall.ie/>

How we collect your personal data

We collect your data; name, contact email, photo consent, school contact details and parent/guardian contact details from you when you complete the online application form for the Tyndall TY Programme 2023. It will be used by us only in accordance with the purposes outlined in this notice.

The purpose and legal basis for collecting your data

Any personal data you provide to us via this application form and photography consent form will be processed fairly and lawfully.

It will be used for the purposes of contacting you in regards to your application for the Tyndall National Institute TY programme:

- To let you know if you have received a place on the programme or not
- Mini project selection
- Photos to promote the programme on social media and on our website/internal reports
- To contact you during the week of the programme if there are in any changes in the schedule
- Evaluation
- To follow up with you to see what science subjects (if any) did you choose for senior cycle and if taking part in this course was a factor in that decision

The Data Protection Acts allows us to process your data because you have provided your explicit consent*. You are entitled to withdraw your consent at any time. If you do withdraw your consent, Tyndall National Institute will no longer process your personal data and will take steps to delete all reference to your data securely.

Details of third parties with whom we share personal data

Your data will not be shared with any third parties other than providing feedback with your school should they request it.

How long we will keep your data

In keeping with the data protection principles we will only store your data for as long as is necessary. All data collected will be for:

Processing your application

Successful applicant's data will be stored for 2 years until June 2026 in order to follow up on subject choice selection for senior cycle/college courses, in order to determine if taking part in this course encouraged you to pursue science subjects at senior cycle and beyond.

Unsuccessful Applicants data will be deleted after the selection process has taken place, by the 6th November 2023.

Your rights

You have various rights under data protection law, subject to certain exemptions, in connection with our processing of your personal data, including the right:

- to find out if we use your personal data, access your personal data and receive copies of your personal data;
- to have inaccurate/incomplete information corrected and updated;
- in certain circumstances, to have your details deleted from systems that we use to process your personal data or have the use of your personal data restricted in certain ways;
- to object to certain processing of your data by UCC;
- to exercise your right to data portability where applicable (i.e. obtain a copy of your personal data in a commonly used electronic form);
- where we have relied upon consent as a lawful basis for processing, to withdraw your consent to the processing at any time;
- to not be subject to solely automated decision;
- to request that we stop sending you direct marketing communications**.

If you wish to avail of these rights, please write to: The Information Compliance Manager, University College Cork, 4 Carrigside, College Road, Cork (or email foi@ucc.ie).

Questions or Complaints

If you have any queries in relation to the Tyndall TY programme please contact a member of the Outreach team on alida.zauers@tyndall.ie . If you have any complaints in connection with our processing of your

personal data, you can contact UCC's Information Compliance Manager: **Information Compliance Manager, Office of Corporate & Legal Affairs, University College Cork, Western Road, Cork E: foi@ucc.ie**
Tel: +353 21 4903949

You also have the right to lodge a complaint with the Data Protection Commission if you are unhappy with our processing of your personal data. Details of how to lodge a complaint can be found on the Data Protection Commission's website (www.dataprotection.ie), or by telephoning 1890 252 231.

In submitting this form, you understand and agree that your personal details will be used by Tyndall National Institute for the purposes outlined above.