

Who processes your data

Admissionportals.com

Gartnerlunden 39, 5270 Odense N, Denmark.

CVR No: 34955573

Whose data do we process

Website users

Customers

Potential customers

Job applicants

Webinar/event attendees

Data that we process

Personal data related to e.g. customers information, study advisers information, student application process, , job application process, customer service, Service and other information services such as webinars as well as for marketing purposes.

Why do we process your data

To complete your application process to the study programs offered through admissionportals

Customer service

Marketing

Hiring

Where do we get the data

We collect data from applicants to our study programs through the applicants signup from and application forms on our website and through our admissionportals hosted by one.com. From our database, applicants' information will be directed to universities' in different countries to the Universities to their application system .

Data from those interested in our services is collected in the following ways:

When you contact us through our website, a contact form

When you send an email to our customer service at contact@admissionportals.com

When you sign up to our mailing list, a newsletter subscription form

When you register for our webinars, a webinar registration form

When you register for our events, an event registration form

The data from job applicants is collected through a job application form or E-mail

Data about website users is collected through the use of cookies (see further below).

Who else processes your data

Our partner universities and/or other partners and stakeholders on a case by case basis, such as

Studyinfo (Privacy policy)

Foreign Immigration Services in a specific country that you apply

The agency or study advisers you have chosen to help you

Admissionportals branch office in your country

Municipality where your campus is located

Accommodation providers

Health care providers

We also make use for various kinds of cloud services for the purpose of storing and processing your data.

Our contact and application forms and signup forms are provided by one.com and the data from these forms are stored by one.com. You can view one.com's privacy policy here:

<https://www.one.com/static/info-privacy-notice.do>

Our mailing lists are handled by Mailchimp. You can view Mailchimp's privacy policy here:

<https://mailchimp.com/legal/privacy/>

To host our webinars, we use Zoom. View Zoom's privacy policy here: <https://zoom.us/privacy>

Why your data is shared with Third Parties

To process your application

To assist you in the visa and residence permit process

To assist you in finding accommodation

To assist you in applying for an insurance

To assist you in other practical matters related to the application and admission process

How long do we have your data

Customer data is stored as long as necessary for providing the agreed services or up to 5 years after the end of the semester/last contact, unless otherwise specified. After this, we may still store relevant, anonymized data for e.g. statistical purposes.

How do we protect your data

Firewall

Limited access to data registers

Confidentiality agreements with persons handling the data

Your rights

Access to the collected data

Rectifying data

Deleting data (right to be forgotten)

Restricting data processing

Data portability

1. admissionportals,s Role and Commitment to Privacy

Admissionportals, Ørstedsgade 40, 2, 5000 Odense C, Denmark CVR No: 34955573 is committed to processing any personal data in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of personal data.

admissionportals is the controller of the personal data that is disclosed to us, and therefore responsible for the personal data under applicable laws. The privacy policy applies to all personal information collected by us, or submitted to us, both offline or online. By using our services, you are accepting and consenting to the practices described in this Privacy Policy. If you do not agree with any of the terms of this Privacy Policy, please do not use our services or submit any personal information to us.

2. Personal Information

The kind of personal information that we collect from you is information that could allow you to be personally identified such as:

Name

Postal address

Phone number

Email address



Country of residence

IP Address

Institute name and address

Educational background

Browser and device information

Server log file information

Information collected through cookies, pixel tags and other technologies

Demographic information and other information provided by you

Location information

Other information provided in the application process, including passport number and date of birth

The ways in which we may collect personal information from you:

Through the website: We collect personal information through our website, for example when you register for our services or contact us by using our contact form.

Through email: If you contact our customer service using email, we will store your email address and your name (depending on your email provider) solely for the purpose of handling your contact request.

Offline: We may collect personal information from you offline, for example when you contact our customer service via phone.

Other Sources: We may receive your personal information from third parties such as our partner agencies or other partners.

Through your browser or device: Certain information is collected by most browsers or automatically through your device. We use this information for statistical purposes as well as to ensure that the sites function properly.

Through server log files: Your IP Address is a number that is automatically assigned to the computer or device that you are using by your Internet Service Provider (ISP). An IP Address is identified and logged automatically in our server log files whenever a user visits the sites, along with the time of the visit and the page(s) that were visited.

Using cookies: Cookies allow a web server to transfer data to a computer or device for recordkeeping and other purposes.

How you can refuse or opt out of cookies

If you do not want information collected through the use of cookies, there is a simple procedure in most browsers that allows you to decline the use of cookies. Below are links to instructions on how to do this on the most common browsers. The use of cookies will not be connected to your name, email or other personal information you have provided.

Internet Explorer

<http://windows.microsoft.com/fi-fi/internet-explorer/delete-manage-cookies#ie=ie-11>

Firefox

<http://support.mozilla.org/fi/kb/poista-evasteet-poistaaksesi-verkkosivujen-tietoja?redirectlocale=en-US&redirectslug=Deleting+cookies>

Google Chrome

<https://support.google.com/chrome/answer/95647?hl=fi>

Safari

<https://support.apple.com/guide/safari/manage-cookies-and-website-data-sfri11471/mac>

Opera

<https://www.opera.com/help/tutorials/security/privacy/>

The ways in which we use your personal information

The information is collected and processed to provide services, to develop the services and customer care, and for statistical purposes. Without this personal data we are unable to provide our services for users. We shall only use your personal data for the purposes described in this Privacy Policy. We use your information:

To complete your registration and offer you services, as well as communicate with you regarding your registration and provide you with customer service.

To respond to your inquiries and fulfill your requests, such as to send you newsletters or to respond to your questions and comments.



To provide you with updates and announcements concerning your registration, our products and programs, and to send you invitations to participate in certain events.

For our business purposes, such as business analysis, market research, developing new services, improving our website, services and products, identifying user trends, analyzing the effectiveness of our campaigns, improving the site experience and content based on your activities, and estimating customer satisfaction and providing customer service.

If necessary or appropriate under applicable law, to comply with legal process, to respond to requests from public authorities, to enforce our terms and conditions, to protect our operations or our rights, privacy, safety or property, and/or of our affiliates, you or other parties, and to allow us to pursue available remedies or limit the damages that we may sustain.

3. Security Measures

We use reasonable organizational, technical and administrative measures to protect personal information under our control. However, any data transmission over the Internet or data storage system cannot be guaranteed to be 100% secure.

Physical access to your data is prevented by access control and other security measures. Access to your data requires sufficient rights and thorough identification. Only the authorized persons have the right to process and maintain information contained in our registers. All data processors are bound by confidentiality obligation. Back-ups are made securely of the register data. The level of information security constantly observed by us.

If you have reason to believe that your interaction with us is no longer secure, please contact us.

4. Third Parties

Admissionprtals may disclose your personal data to our business partners for e.g. marketing and/or organizational purposes as well as billing and accounting purposes. We may share your personal information with business partners with whom we offer services, or other third-party representatives who provide services on our behalf.

Your personal data will be processed by admissionportals both within and outside the EU for the purpose of completing your registration, providing you with the services that you have signed up for and for customer service and marketing activities. Because our teams are based in local offices globally, our headquarters is in Denmark, and our customers are located outside the EU, we may share your personal data with our corporate affiliates and business partners both within and outside the EU. The partners that we share information with are only those that need access to the personal information to process your registration and offer you services. Partners will only receive the information necessary for that purpose. Please note that the business partners may change from time to time.

Admissionportals processes your personal data in accordance with applicable privacy and data protection legislation. By using our services, you acknowledge and consent to these potential data transfers. You ought to be aware that countries outside the EU may not afford similar legal protections to personal information as countries within the EU. Data transfers will be made in accordance with the applicable legislation and all necessary measures will be taken to ensure that third parties involved will provide an adequate level of protection. Any future partner of ours will be required to do the same.

5. Data Access and Modification

To review, correct, modify, delete or otherwise limit our use of your information that has been provided to us, please use the "Contact Us" form and clearly describe your request. Please indicate the kind of information you request and how you would like to change it.

If you wish to stop receiving marketing communications from us, you may use the unsubscribe feature in the marketing email you received. You may also inform us by emailing or writing to us using the contact information listed below in the Contact Us section. When making such a request, please indicate that you wish to stop receiving marketing emails from us. Opting out of marketing-related messages however will not opt you out of important administrative messages.

We will aim to comply with your request as soon as reasonably practicable and no later than 30 days after we received your request. There may however be information that will remain in our databases and records, which cannot be removed or changed. We may need to retain certain information for record keeping/statistical purposes and/or to complete any actions that have been started before your request.

6. Retaining your personal information

We will retain your personal information for the period necessary to fulfill the purposes outlined in this Privacy Policy and to offer you services that you have registered for. Your data will be stored up to 5 years after the end of the study abroad semester or 5 years after your last contact, should you choose not to register for our services.

We may continue to process your information to fulfill our legitimate business objectives as well as for statistical records and analytical purposes. We will only store and process information that is relevant for this purpose. This means that your data will be anonymized.

7. Sensitive Information

Any sensitive personal information (e.g. information related to racial or ethnic origin, political views, religion, health, criminal background etc.) will only be collected if deemed necessary to provide services. Any such information shall be processed with extra caution.

8. Children's privacy

Admissionportals does not offer services directed to children under 16 years old.

9. Updates to the Privacy Policy

This Privacy Policy may change from time to time. Changes to this Privacy Policy will become effective when the revised Privacy Policy is updated on our website.

10. Contact Us

Please do not hesitate to contact us if you have any questions, comments or concerns about this Privacy Policy. You have the right to tell us if you:

No longer want to be contacted by us.

Would like to know what kind of information we have about you, or if you would like a copy of the personal information record we have about you. An administration fee for providing you with the requested information may apply, to cover handling costs. Request for this information ought to be sent on a written notice. Your personal data shall be provided to you in an electronic form.

If you think that any personal information we have about you is inaccurate, out-of-date or irrelevant.

Want to remove any and all information related to you.

Wish to report any breaches of the Privacy Policy.

If you have any questions or complaints about this Privacy Policy, please contact us by clicking here. We will investigate any feedback and notify you as soon as practicable after it is received.

Globalturn (admissionportals)

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contact@admissionportals.com

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