

The University of California

Statement of Privacy Practices– General Data Protection Regulation – UCOP Undergraduate Admissions

1. **Transparency Regarding the Use of Your Personal Data**

As part of our commitment to protecting your privacy, this statement is designed to provide you with information regarding how UC Undergraduate Admissions, part of UC Office of the President, collects and processes the information you share when you use our website located at <http://admission.universityofcalifornia.edu>, and each of its associated domains (together, the "Sites"), utilize the services of ours which include providing information to prospective UC undergraduate applicants and evaluating candidates for admission and scholarships for UC undergraduate programs, or when you otherwise communicate with our admissions office ("UCOP Undergraduate Admissions Services"). This statement is applicable to individuals using UCOP Undergraduate Admissions Services who are located in the European Economic Area ("EEA").

For purposes of the General Data Protection Regulation ("GDPR"), the data controller is the Regents of the University of California, with a location at 1111 Franklin Street, Oakland, California 94607.

2. **Your Personal Data We Use**

Information you provide directly to UC: Your Personal Data is collected when you register or attend a UC admissions event, apply for admission and scholarships at UC, fill in a form on one of our Sites, or contact the UCOP Undergraduate Admissions office. This includes information you provide when you register or attend a UC undergraduate admissions event, subscribe to receive newsletters or communications from us, or apply for admission and scholarships for a UC undergraduate program. Depending upon the specific UCOP Undergraduate Admissions Service you use, the information you give us can include your name, address and telephone number, e-mail address, date of birth, citizenship status, test scores, activities and awards, employment history, parent or guardian's name, parent or guardian's income, parent or guardian's level of education, parent or guardian's telephone number and email address, and parent or guardian's academic history, as well as any information about you that is associated with or linked to, or could be linked to, any of the foregoing data.

We also collect more sensitive information about you, with your explicit consent, where the processing is necessary to meet a legal or regulatory obligation, the processing is in connection with UC establishing, exercising or defending legal claims, or is otherwise expressly permitted by GDPR. This sensitive information includes information about your racial or ethnic origin and sexual orientation.

Log, Cookie and Device Data: We also collect log data, which is information collected whenever you visit a website. This log data includes your Internet Protocol address, browser type and some settings, the date and time of your request, how you used the UCOP Undergraduate Admissions Service, and cookie data. Depending on how you are accessing the UCOP Undergraduate Admissions Services, we may use “cookies” (small text files stored by your computer when you visit our website) or similar technologies. For more detailed information about how we use cookies, please contact the UC Privacy Official identified below. In addition to log and cookie data, we also collect information about the device you’re using to access the Services, including what type of device it is, what operating system you are using, device settings, unique device identifiers and crash data. Whether we collect some or all of this information often depends on what type of device you are using and its settings. For example, different types of information are available depending on whether you are using a Mac or a PC, or an iPhone or Android phone. To learn more about what information your device makes available to us, please also check the policies of your device manufacturer or software provider.

Information from Other Sources: We also obtain information about you from other sources and combine that information with information we collect from you directly. The information we obtain from other sources includes your test scores from testing agencies, as well as any information about you that is associated with or linked to, or could be linked to, any of the foregoing data.

3. How We Use Your Personal Data and the Lawful Basis for Such Processing

UCOP Undergraduate Admissions processes your Personal Data for the following purposes and bases:

- Providing you with information relating to applying to UC. This is generally required to process a transaction requested by you;
- Providing you with information relating to applying to additional UC programs. We will generally only do this where it is in our legitimate interest and where you have not objected or withdrawn any prior consent given;
- Evaluating your eligibility for admission into UC. This is generally required under the contract we have with you;
- Assessing/appraising our process for evaluating applicants for admission into UC. It is in our legitimate interest as an institution of higher learning to understand and improve our processes;
- Evaluating admissions and enrollment into UC. It is in our legitimate interest as an institution of higher learning to understand and enhance the diversity of UC.
- Processing and dealing with any complaints or inquiries made by you or legally on your behalf. We do this because it is in our legitimate interest as part of the services UC offers to you;
- UC may also be required to disclose your Personal Data to authorities who can request this information by law that is binding on UC; and
- Utilizing sensitive personal data in connection with our Services, with your consent.

In certain instances, UC may be required to obtain your consent to collect and process your Personal Data for a specific purpose. This depends on the specific category of data collected and the intended use of the data. In these instances, UCOP Undergraduate Admissions or the UC Service collecting the Personal Data will inform you of the specific category of Personal Data that will be collected and the intended purpose of the collection, and will request that

you affirmatively indicate that you consent to the intended collection of your Personal Data for that purpose, prior to collecting the data.

In these instances, if you do not consent to the collection and intended processing purpose, UC will refrain from collecting and processing your Personal Data.

4. Recipients of Your Personal Data

UCOP Undergraduate Admissions may share your Personal Data with the following recipients:

- **Other UC locations or departments:** Other UC locations or departments in order to provide you with a UC Service or where it is in UC's legitimate interests.
- **Service Providers:** Vendors that need access to your Personal Data in order to provide UCOP Undergraduate Admissions Services. These include vendors who administer UC placement examinations for entering students and vendors who provide support to applicants completing UC's admissions application.
- **UC's research partners and collaborators:** As permitted by law, UC Undergraduate Admissions may share Personal Data with other academic research institutions and to agencies such as the National Student Clearinghouse in order to support UC's legitimate interests in understanding and improving its admissions processes and student outcomes.
- **Public and Governmental Authorities:** Entities that regulate or have jurisdiction over UC such as regulatory authorities, law enforcement, public bodies, and judicial bodies. For example, UCOP Undergraduate Admissions reports information relating to UC applicants to the U.S. Department of Education in order to receive federal funds and for legitimate interests in understanding and improving educational policies and practices.

If your Personal Data is shared with a third party, UC will require that the third party use appropriate measures to protect the confidentiality and security of your Personal Data.

We may also need to share your Personal Data as required to respond to lawful requests and legal process; to protect our rights and property and those of our agents, customers and others, including to enforce our agreements and policies; and in an emergency, to protect UC and the safety of our students, faculty and staff or any third party.

5. Security

UC takes appropriate physical, administrative and technical measures to protect Personal Data that are consistent with applicable privacy and data security laws and regulations. For more information about how UC protects data, refer to [Systemwide Information Security Policies and Standards](#).

5. Retaining and Deleting Your Personal Data

UC will only retain your Personal Data for the duration necessary for the data collection purposes identified above, unless there is a legal requirement to maintain it for a longer period. UCOP Undergraduate Admissions generally retains the Personal Data of potential applicants who do not apply to UC for one year from the date of expected enrollment, and

generally retains Personal Data of UC applicants for three years from the date of UC's admission decision.

6. International Transfer of Your Personal Data

In order to fulfill the intended processing purposes described above, your Personal Data will be transferred outside of the European Economic Area (EEA), specifically to the United States, which does not protect Personal Data in the same way that it is protected in the EEA. UC will undertake appropriate measures to ensure adequate protection of Personal Data, including utilizing appropriate physical, administrative, and technical safeguards to protect Personal Data, as well as executing standard contractual clauses approved by the European Commission or a supervisory authority under GDPR, or obtaining your consent, where appropriate.

7. Your Rights

As required by the General Data Protection Regulation and applicable EU Member State and EEA state law, if you are located in the European Economic Area, you have a right to:

- **Access your Personal Data**, as well as information relating to the recipients of your Personal Data, the purposes of processing your Personal Data, the duration for which the Personal Data will be stored, and the source of Personal Data that has not been provided by you;
- **Rectify or correct inaccurate or incomplete Personal Data** concerning you, taking into account the purposes of the processing, and the right to have incomplete Personal Data completed;
- **Move your Personal Data** to another controller or processor. UC will facilitate the lawful transfer of your data to the extent possible;
- Have your **Personal Data erased** in certain circumstances;
- **Restrict the processing of your Personal Data** in certain circumstances;
- **Object** to the processing of Personal Data in certain circumstances;
- **Withdraw your consent to the processing of your Personal Data**, should UC ask for your consent for the processing of your Personal Data. The withdrawal does not affect the lawfulness of Processing based on your consent before its withdrawal.
- Know whether your Personal Data is being used for **automated decision-making, including profiling**. In those cases, UC will give you meaningful information about the logic involved, the significance and the envisaged consequences of such processing for your data, and the right to request human intervention;
- **Lodge a complaint with a supervisory authority;**

UC may be obligated to retain your Personal Data as required by U.S. federal or state law.

If you wish to exercise your rights, you can contact the UC Privacy Official identified below.

8. Questions and Complaints; UC Privacy Official

If you have questions or complaints about our treatment of your Personal Data, or about our privacy practices more generally, please feel free to contact the UC Privacy Official: Scott Seaborn, UCOP Privacy Manager, (510) 987-0459.

Effective Date: This statement is effective as of June 22, 2018.