



30 November 2018

Register of Scholarship holders

1. Controller

Åbo Akademi University Foundation sr, Business ID: 0197602-1
The Observatory, Vårdberget
20700 Turku
tel. +358 (0)20 786 1410

2. Contact person for register matters

Marian Westerlund
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marian.westerlund@stiftelsenabo.fi

3. Register name

Scholarship register

4. Purpose of processing personal data

To keep a register of persons who have applied for and received scholarships. The register shall be maintained for follow-up and updating during the decision-making process and scholarship payment period, e.g.

- decisions on the granting of scholarships
- the payment of scholarships
- the monitoring of monies used

5. Legal basis for the processing of personal data

Legitimate interest

6. Data content of the register

The following data may be processed in the register:

Basic details

- Name
- Personal identity code
- Contact information (mailing addresses, phone numbers, email addresses)



- Bank account

Information on the grounds for granting a scholarship

- Period of scholarship payment
- Information on the scholarship recipient's research and eventual travel plans
- Accounting of monies used

7. Regular information sources and the processing of personal data

Information shall be gathered in the scholarship application process. Applicants shall provide their contact information voluntarily. The information gathered shall be updated on a regular basis.

The Foundation shall retain personal data for as long as the scholarship remains in effect as well as for ten (10) years after the end of the fiscal period during which the scholarship payments were concluded. To the extent that personal data is included in the Board decision-making, there is no limit on the data retention period.

8. Regular information disclosure

Personal data may be disclosed to Foundation partners that require access to said data for the purpose of scholarship payments. In addition to this, personal data may be disclosed to various authorities, such as the Tax Administration and insurance companies.

9. Transfer of data outside of the EU or the EEA

Personal data shall not be transferred to any party outside the member states of the European Union or European Economic Area.

10. Principles for protection of the register

All materials in print form shall be kept by the Foundation in locked facilities at the Observatory in Turku. Electronic data shall be stored on a server, which may only be accessed with a username and password. Only designated persons shall have access to the register.

11. Rights of the data subject

Where their personal data is concerned, data subjects shall have the right of access, the right to rectification, the right to erasure (i.e. 'right to be forgotten'), the right to restrict and object to processing, and the right to transfer data from one system to another.



A written request shall be sent to the contact person for register matters named in section 2 above.

12. Lodging complaints with a supervisory authority

Every data subject shall have the right to lodge a complaint with a supervisory authority.