UWC Privacy Statement - Online Applications

UWC International is committed to protecting your privacy. This statement is made in accordance with the requirements of the Data Protection Act 1998. The way we process your data is governed by our Data Protection Policy, which is reviewed regularly.

How do we collect information?

We will obtain personal information from you when you register an account with myuwc.org, UWC's online application portal.

We will obtain sensitive personal information from you when you fill in the application form of your national committee.

What information do we collect?

The personal information we collect may include: Name, date of birth, contact information, family information.

Sensitive personal information we collect may include: A scan of your passport, financial records, academic records, medical history including mental health.

How do we use this information?

The information that you provide during your application will be used by the UWC national committee to assess your application. UWC International may use the submitted data to analyse the number of applications worldwide. If your application is successful the information you provide may be passed on to the UWC colleges.

We may use information (including usage data, device data, referral data, and information from page tags) for our internal analytics to make improvements to the system but will never pass data onto third parties.

We will use your personal information to provide you with the services, products or information you have requested, for administration purposes and to further our charitable aims, including but not limited to staying in touch with you, providing you with information, and ensuring your nomination will be in line with your needs and expectations. We may need to share your information with our constituents such as schools, colleges and national committees, as well as, in some cases, selected partners whom we run our services with, for these purposes. UWC International will never use your data for commercial purposes.

Do we use 'cookies'?

UWC International uses cookies to ensure that you can interact with our web sites successfully, to identify you when you visit our web sites and keep track of your browsing patterns. The use of cookies does not give us access to the rest of your computer.

If you want to prevent our cookies being stored on your computer in the future, you may do so by changing your internet browser settings. Please note however that if you disable our cookies you may not be able to access some facilities on our sites and your use of our sites may be restricted. Further information on deleting or controlling cookies is available at <u>www.aboutcookies.org</u>.

How do we protect personal information?

We use a secure server to host the platform and capture the information within it. We also take appropriate measures to ensure that the information disclosed to us is kept secure, accurate and up to date and kept only for so long as is necessary for the purposes for which it is used. Your data will only be processed by qualified staff or volunteers who have agreed to the UWC International <u>Data Protection Policy</u>.

How will we disclose the information we collect to outside parties?

We promise not to sell or share your details to any other organisation or third party outside UWC International and its direct constituents for commercial gain.

If we share your information with our constituents such as schools, colleges and national committees, as well as selected partners whom we run our services with, it will only be for the purpose of furthering our charitable aims, including but not limited to staying in touch with you, providing you with information, and ensuring your nomination will be in line with your needs and expectations. However, we have data sharing agreements in place with constituents or partners we share personal information with, to ensure that your data will be protected.

It may be necessary for the above purposes that we share your information to countries or jurisdictions which do not provide the same level of data protection as the UK. If we do make such a transfer, we will put a contract in place to ensure your information is protected at the level required by the Data Protection Act 1998.

In some very rare cases we may need to disclose your information if required to do so by law. For further details, please see our <u>Data Protection Policy</u>.

Your consent

By providing us with your personal data, including sensitive personal data, you consent to the collection, use and sharing of any information you provide in accordance with the above purposes and this privacy statement, and as governed by our <u>Data Protection Policy</u>.

Right of access

You have the right to ask for a copy of the information we hold about you at any time and to have any inaccuracies in your information corrected or have your information removed from our records.

You can contact the Data Protection Officer of UWC International at +44 207 269 7800 or info@uwcio.uwc.org with questions or complaints.

Changes

We reserve the right to amend this privacy statement. If we do so, we will post changes on our website and you will be deemed to have accepted such changes.

If your personal details change, please help us to keep your information up to date by logging into your MyUWC account or by notifying us.

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