

Oxford Brookes Business School – Commercial Services Privacy Notice

Oxford Brookes University (OBU) will be the Data Controller of any personal data that you supply. This means that they will make the decisions on how your data is used and for what reasons. You can contact OBU's Information Management Team on 01865 485420 or email info.sec@brookes.ac.uk.

Why we need your data

The personal data provided by you will be used for marketing of educational services. By providing your data you consent to the University using your data for this purpose.

OBU's legal basis for collecting this data is:

- You consent to providing it to us
- OBU need to use this to enter into a contract with you or maintain an existing one

Who will OBU share your data with?

- Our dedicated server is hosted by UKFAST
- The software is managed by EngageCRM
- Those who register for ILM for courses have their data shared with The Institute of Leadership and Management (ILM)

Will OBU transfer my data outside of the EEA?

No.

What rights do I have regarding my personal data that OBU holds?

- You have the right to be informed
- You have the right of access to your data
- You have the right to correct data if it is wrong
- You have the right to ask for your data to be deleted
- You have the right to restrict use of the data we hold
- You have the right to data portability
- You have the right to object to OBU using your data
- You have the right to object to automated decision making and profiling

Are there any consequences of not providing the requested data?

If you do not provide full contact data, then our communications with you may be limited.

Will there be any automated decision making using my data?

No.

How long will OBU keep your data?

We will hold your data for 3 years or to the point you choose to unsubscribe.

At any time you can unsubscribe by emailing commercialservices@brookes.ac.uk with the subject line "UNSUBSCRIBE"

Who can I contact if I have concerns?

You can contact the Information Management team.

Postal Address: GDPR Queries, Information Management Team, IT Services, Room 2.12, Gibbs Building, Headington Campus, Gypsy Lane, Oxford, OX3 0BP.