

Data Protection Notice

Data protection concerns the safeguarding of privacy rights of individuals in relation to the processing of their personal data. Personal data includes any information relating to a living individual which allows the identification of that individual, which may for example include a name, email address and student number. For further information in relation to how DCU collects, uses and discloses your personal data and your data protection rights, please refer to the [DCU Privacy Policy](#).

In particular, DCU is subject to the provisions of the General Data Protection Regulation (the “GDPR”) and the Data Protection Acts 1988 to 2018, when it collects and uses your personal data. DCU acts as a data controller in respect of such data and complies with its responsibilities under this legislation. By applying to the DCU Study Abroad Programme, you are required to provide DCU with certain personal data, including your name, address, phone number and other details set out on this form. This is necessary in connection with the DCU International Office’s assessment and administration of your application, and if successful, for participation in the Study Abroad Programme. Such disclosure of personal data is undertaken by DCU: (i) pursuant to its statutory functions under the University Acts to collaborate with educational and other institutions both within and outside the State; and (ii) to take steps prior to your registration with the host university/institution (if applicable). Accordingly, DCU discloses when necessary, certain personal data to Partners (where necessary) in the Study Abroad Programme in order to enable them to consider your application and to facilitate registration with those partners. (This mainly applies to outgoing students from DCU and not incoming to DCU for Study Abroad; however, some Study Abroad programmes use a third party for non-academic elements). If your personal data is disclosed to any relevant third party/partner, that partner will act as the data controller of the data for the purposes of the GDPR. The personal data disclosed to the partner by DCU may include the personal data provided by you on this application form, which in particular includes:

- Name; Date of Birth; Place of Birth/Nationality; Gender;
- Passport Number, photograph; birth certificate or passport copy (for VISA and related reasons);
- Programme of Study; academic references; and academic transcripts; and
- Email address and contact details and name and contact details of emergency contacts.

DCU has engaged the services of an organisation named Logiforms to assist with the on-line processing of your application. Please visit [Logiforms](#) for full details of their data protection framework.

If relevant, outgoing mobility students should please note that in circumstances where you apply to study in a College/University located outside the European Economic Area (EEA), it will be necessary for DCU to disclose your personal data that College/ University, which involves the transfer of your personal data outside the EEA. DCU will ensure that any such transfer complies with application data protection law. For further information on data protection in DCU and how to exercise your data protection rights in respect of DCU, please refer to the DCU Privacy Policy. Your personal data as provided on this application form will only be used for the purposes set out above and for no other reason.