



Privacy Policy

Version 4 - 21-08-20

Study Association KOers processes personal data, which is necessary to provide our services. We know that you care how information about you is used, stored, and shared. The information processed, can either be from your registration on our website or from Eindhoven University of Technology. By registering on our website, you accept the use of your personal data as described in this document.

In this document, we will describe what data we collect, where this data is used, and with whom it is shared. The location where we are keeping your stored data safe will also be explained. The rights concerning your data will be shown in the final part of this policy.

Definitions

KOers	Study Association KOers
KOers member(s)	Person(s) that subscribed at KOers

Personal data processed

When people subscribe to KOers, data of the person is required, and below is described why we process this data.

Name (First + Last)	Needed for identification
Date of Birth	
Email	Contact information, sending digital media
Alternate Email	
Mobile Telephone number	
Address	For sending KOersief and other non-digital media
Postal Code	
City	
Occupation/study profile	Verification of subscription requirements
Study number	

Additional data for activities

For the website, some additional data for cookies is processed, these are used for logging in and google analytics.

For some activities, additional data is required; this data is asked for when the KOers member subscribes. This additional data may include:

Copies of passport and/or insurance papers

Signature for contracts

Validity of the contract

The copies of passport and/or insurance papers will be used for the study trips. After the study trip, the copies will be deleted in 28 days.

All additional documents obtained will be treated with utmost care, and secrecy on the content will be provided. Within one year after the end of the activity, all additional documents obtained will be deleted.

Photo- and video graphic material

During activities organized by KOers, pictures and/or videos may be made. These are made for sharing with interested parties via social media or other channels. In consultation with KOers, pictures may be altered or deleted to protect privacy.

Storage of data

The personal data processed from registration is stored in a protected part of the KOers website. Only the current board of KOers can review this data.

Backup files are stored on a separate section of the file server of the Eindhoven University of Technology, accessible by the current and previous board of KOers.

Registered personal data will be kept as long as you are a member of KOers, and after cancellation of your membership, the data will be deleted immediately. This profile will also store information about the activities joined, which is used for statistics.

Sharing of data

- CHEOPS Study Association

We, as KOers, are a study association underneath the umbrella of CHEOPS. For the amount of members KOers has, a subsidy is given out every year from CHEOPS. The board of CHEOPS, therefore, has the right to view data from KOers regarding members.

- Sponsors

Sponsors may approach KOers for sharing contact details of our members who were at the activity of that sponsor. In that case, the email addresses of the attending members will be sent, which the condition that the sponsor can use the information once and will delete the information within 28 days. The contact details will be used for sending one type of promotion, like a newsletter. It is possible to unsubscribe from this newsletter. KOers will make sure that there will be a maximum of one email from a sponsor a year.

- Lawful obligations

KOers may be approached for sharing information to adhere to the law in matters of urgency.

Rights concerning personal data

You have the right to view or edit your personal data at all times. This can be done through the profile section on our website. Deleting the required personal data and additional data will be done by canceling your membership of KOers. Additional data can also be deleted in the profile section while you are a member of KOers. For any questions, complaints, and data subjects, feel free to send an email to koers@bwk.tue.nl.

Amendments to the Privacy Policy

KOers reserves the right to change the Privacy Policy at any time. Changes in the document will be notified on the website.