



**NOBIS
CURA
FUTURI**

www.sa-ncf.com

Nobis Cura Futuri
Wirdumerdijk 34, 8911CE
Leeuwarden

PRIVACY POLICY



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Preface

Study Association Nobis Cura Futuri, located at Wirdumerdijk 34, 8911CE Leeuwarden, holds responsibility for the processing of personal data in accordance with this privacy statement. This privacy document functions as the guideline for securing the quality of collecting, handling and storing personal information by Study Association Nobis Cura Futuri. Henceforward shall Study Association Nobis Cura Futuri be referred to as NCF in this document.

This document is in line with the General Data Protection Regulation (GDPR): <https://gdpr.eu/checklist>.

Contact details:

<https://www.sa-ncf.com>

Wirdumerdijk 34, 8911CE Leeuwarden

secretary@sa-ncf.com

Personal data which we process

NCF processes your personal data because you use our services and/or because you provide them yourself.

Below you will find an overview of the kinds of personal data which we process:

- First and last name
- Date of birth
- Address data
- Phone number
- E-mail address
- Bank account number
- Student number
- Study programme
- Graduation year
- Information about your activities on our website
- Internet browser and device type
- Other personal data that you actively provide, for example by creating a profile on this website, in correspondence, by telephone or at events



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Special and/or sensitive personal data that we process

Our website and/or service does not intend to collect data of visitors of our website who are under the age of 16. Unless they have permission from their parents or guardian. However, we cannot check whether a visitor is older than 16. Therefore, we advise parents to be involved in the online activities of their children, in order to prevent data of children being collected without parental consent. If you are convinced that we have collected personal information of a minor without parental permission, please contact us at secretary@sa-ncf.com and we will delete this information.

For which purpose and on what basis we process personal data

NCF processes your personal data for the following purposes:

- Handling payments
- Identification and confirmation of identity
- Sending our newsletter and/or advertising events
- Contacting you when necessary for carrying out our services
- To offer you the opportunity to create an account
- Documentation of events or other promotional purposes of NCF
- So NCF can process personal data if we are legally obliged to do so

The legal bases for the processing for the purposes as described above are diverse. Primarily, the processing operations support NCF in the performance of its public tasks in the field of providing extracurricular academic and -leisure events. Additionally, processing can also take place on the basis of:

- Execution of agreements made with you;
- Protecting your or someone else's vital health interests;
- Compliance with any legal obligation of NCF;
- A legitimate interest of NCF to process the data (only insofar as the processing does not take place in the public task context of NCF); and / or
- The consent you have given for the processing.

If NCF processes your personal data on the basis of your consent, you have the option to withdraw your consent.

Personal data storage

NCF does not store your personal data longer than is strictly necessary to achieve the purposes for which your data is collected. The exact retention periods and the conditions for their extension are determined by the board of NCF for each category of processing. At your request, NCF will inform you on how long your personal data will be



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kept. Personal data can be kept longer if this is necessary for historical or statistical purposes.

Sharing of personal data with third parties

NCF does not sell your information to third parties and will only provide it if this is required for the execution of our agreement with you, or to comply with legal obligations. Institutions which will process your data on our behalf will be obliged towards a process agreement proposed by NCF to ensure the same level of security and confidentiality of your data. NCF remains responsible for processing these operations.

Cookies, or similar techniques, which we utilise

NCF only uses technical and functional cookies. Furthermore, analytical cookies are used that do not infringe your privacy. A cookie is a small text file that is stored on your computer, smartphone or tablet when you first visit this website. The cookies that we use are necessary for the technical operation of the website and facilitate your user experience. These cookies ensure that the website functions optimally, for example, in order to recall your preferred settings. This allows us to also optimise our website. You can disable cookies by setting your internet browser in the way that it no longer stores cookies. In addition, you can delete all previously saved information via the settings of your browser.

Viewing, modifying or deleting data

You have the right to view, correct or delete your personal data. You also are entitled to withdraw your consent to the data processing or to object to the processing of your personal data by NCF, and you have the right of portability of your personal data. This means that you can submit a request to us to send the personal data that we have about you in an accessible computer file to you, or to another organisation mentioned by you.

You can request for access, correction, deletion, data transfer of your personal data or request cancellation of your consent or object to the processing of your personal data to: secretary@sa-ncf.com.

To verify that the request for access has been made by you, we require you to send a copy of your ID along with the request. Your passport photo, MRZ (machine readable zone, the strip with numbers at the bottom of the passport), passport number and citizen service number (BSN) should be blacked out in this copy in order to protect your



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privacy. We will respond to your request as soon as possible, ultimately within four weeks.

NCF would also like to point out that you have the opportunity to file a complaint with the national supervisory authority, the Dutch Data Protection Authority. This can be done via the following link:

<https://autoriteitpersoonsgegevens.nl/nl/contact-met-de-autoriteit-persoonsgegevens/tip-ons>

How we protect personal data

NCF takes the protection of your data seriously and takes appropriate measures to prevent misuse, loss, unauthorised access, unwanted disclosure and unauthorised modification. If you have the impression that your data is not properly secured or there are indications of abuse, please contact contact NCF via secretary@sa-ncf.com

-END-



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