

# International Partnership Development Funding (IPDF)

## Privacy notice

The IPDF online application will ask you to confirm whether you have read and understood how your data will be processed, as set out in the privacy notice below.

### Privacy notice for the International Partnership Development Fund

#### Your Personal Data

*The University of Glasgow will be what's known as the 'Data Controller' of your personal data processed in relation to International Partnership Development Fund (IPDF). This privacy notice will explain how The University of Glasgow will process your personal data.*

**Why we need it:** *We are collecting your basic personal data such as name and email address in order to process the application and, if more appropriate, to share your application with other internal UofG funding providers. Information provided in your progress report following the visit will be used on the University of Glasgow's Internationalisation Sharepoint site (requiring GUID); case studies on the internationalisation webpages and /or in presentations at University of Glasgow events promoting the fund. We will only collect data that we need in order to provide and oversee this service to you.*

**Legal basis for processing your data:** *We must have a legal basis for processing all personal data. In this instance, the legal basis is Consent*

**What we do with it and who we share it with:** *All the personal data you submit is processed by staff at the University of Glasgow in the United Kingdom.*

**How long do we keep it for:** *Your data will be retained by the University for six years after the year of application, after this time, data will be securely deleted.*

**What are your rights?\*** *You can request access to the information we process about you at any time. If at any point you believe that the information we process relating to you is incorrect, you can request to see this information and may in some instances request to have it restricted, corrected or, erased. You may also have the right to object to the processing of data and the right to data portability. If you wish to exercise any of these rights, please contact [dp@glg.ac.uk](mailto:dp@glg.ac.uk).*

*\*Please note that the ability to exercise these rights will vary and depend on the legal basis on which the processing is being carried out.*

**Complaints:** *If you wish to raise a complaint on how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter. Our Data Protection Officer can be contacted at [dataprotectionofficer@glasgow.ac.uk](mailto:dataprotectionofficer@glasgow.ac.uk). If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO) <https://ico.org.uk/>*