

UCEAP ALUMNI PRIVACY NOTICE

Our alumni and friends are incredibly important to us. The UCEAP Alumni Office is here to keep you informed and engaged via events, reunions, fundraising campaigns, and volunteer and scholarship funding opportunities. We promise to respect your Personal Data and keep it safe.

This Alumni Privacy Notice explains how the **University of California Education Abroad Program** (“UCEAP”, “we” or “us”) collects and processes your Personal Data; how we use, store, transfer, and protect this Personal Data; and your rights in relation to this Personal Data.

“**Personal Data**” is any information that enables us to identify you, directly or indirectly, by reference to an identifier such as your name, identification number, location data, online identifier, or one or more factors specific to your physical, physiological, genetic, mental, economic, cultural, or social identity. We may hold Personal Data related to you from a number of sources. A significant portion of the Personal Data we hold is provided to us by you. For example, you may provide us with your Personal Data by filling out forms on our website or by corresponding with us by phone or email. If you studied at the University of California, some of your Personal Data is transferred from your student records to UCEAP’s alumni database.

“**Alumni**” are former University of California students and employees.

“**Friends**” may be anyone who has an interest in us, a relationship with us, or the potential to develop a relationship with us, including University of California employees.

This Privacy Notice applies to all Personal Data we collect or process about you and will inform you of:

- [Who we are;](#)
- [How to contact us;](#)
- [How we collect Personal Data;](#)
- [How we use Personal Data;](#)
- [Who has access to Personal Data;](#)
- [Transfer of Personal Data outside of the European Economic Area;](#)
- [How we store and protect Personal Data;](#)
- [How to exercise your rights;](#) and
- [Changes to this Privacy Notice.](#)

Who we are

For the purposes of the General Data Protection Regulation 2016/679 (the “GDPR”), The Regents of the University of California (“University” or “UC”) of 1111 Franklin Street, Oakland, California 94607, is the data controller for all Personal Data that it holds and processes, except where it is done in the capacity of a data processor on behalf of another data controller.

How to contact us

If you have any questions or concerns about this Privacy Notice, please contact us by phone at +1 (805) 893-4762, by sending an email to privacy@uceap.universityofcalifornia.edu, or by mail to 6950 Hollister Avenue, Suite 200, Goleta, California 93117, USA.

How we collect Personal Data

UCEAP obtains Personal Data about you in the following ways:

- Collected from you directly, such as when you submit an inquiry to UCEAP and provide your contact details, register for an event, volunteer, make a donation, engage with our social media channels, or when you visit our website. If you were a student or studied at the University of California or applied for a scholarship through UCEAP, Personal Data, such as your contact information, emergency contact information, major, program of study, and GPA are transferred from your student record, as well as any photos, videos, or other media you may have submitted to us.
- Generated by us about you, such as visual information captured by security cameras or UCEAP event photographers, or information we create in the context of your participation at events, as a volunteer, or other interactions with UCEAP.
- Obtained by us from third party sources, such as publicly available sources or third party sources that support our operations.

CATEGORIES OF PERSONAL DATA THAT WE MAY COLLECT DIRECTLY FROM YOU

- **Personal details**, such as your name and date of birth.
- **Contact information**, such as your home address, email addresses, and phone numbers.
- **Demographic details**, such as your age, gender, marital status, national origin, and current nationality.
- **Immigration and Identification information**, such as your social security or tax identification number, or other government-issued identification number.
- **Student records**, such as your major, and/or GPA (if you applied for a UCEAP scholarship).
- **Emergency contact details**, such as you may provide.
- **Financial information**, such as bank account names and numbers, credit, debit, or other payment card numbers.

CATEGORIES OF PERSONAL DATA THAT WE MAY GENERATE ABOUT YOU

- **Donation Records**, including donation dates and amounts, and other records related to gifts.
- **Images of you**, including your likeness, image, or appearance in any images, photographs, digital, video, or audio recordings that may be captured by us and used in promotional materials.

CATEGORIES OF PERSONAL DATA THAT WE MAY OBTAIN FROM THIRD PARTIES ABOUT YOU

- **Contact information**, such as an updated home address, email addresses, or telephone numbers.

How we use Personal Data

UCEAP uses your personal information in connection with your relationship with us for the following purposes as necessary to support our legitimate business interests:

- To provide you with information where requested.
- To verify your identity.
- To keep our records as accurate and up-to-date as possible.
- To keep you apprised of events, activities, volunteer opportunities, fundraisers, and other donation opportunities such as scholarship funding.
- For administration purposes in connection with an event or activity that you have expressed an interest in or registered for.
- As may be required by law (i.e. processing and reporting gifts and responding to audits).
- To manage gift receipting, acknowledgment, billing, collecting, refunding, and cashiering options.
- To facilitate internal research.
- To carry out wealth screening through trusted third party partners using information such as your name, zip code to determine whether it is appropriate for us to approach you about a higher level of giving and enable us to have focused conversations with you about fundraising and volunteering.

- Carrying out our contractual obligations to you, if applicable, and exercising our rights in this respect.

PURPOSES AND LEGAL BASIS FOR PROCESSING SPECIAL CATEGORIES OF DATA

To the extent we process sensitive Personal Data, such as race or ethnic origin information, health data, or information about sexual orientation or gender identity, we do so either because we have your consent to do so or because the processing is required to comply with law.

Who has access to Personal Data

We treat your Personal Data with care and confidentiality. Your Personal Data will only be available for the purposes mentioned above and only to employees on a need to know basis and to the extent reasonably necessary to perform their functions.

We may share your Personal Data with third parties under the following circumstances:

- University of California in the US. Our employees abroad work closely with our US-based operations. As a result, we may share or receive certain Personal Data about you in the context of communications or inquiries made through our employees abroad or in connection with anniversary events of other events held abroad.
- Service providers and business partners. We may share your Personal Data with service providers or business partners including host institutions, internship providers, housing services, prospective employers, other partners, suppliers, and sub-contractors as necessary to support our legitimate business interests.
- Law enforcement agencies, courts, regulators, government authorities, or other third parties. We may share your Personal Data with these parties where we believe this is necessary to comply with legal or regulatory obligations; or to protect our rights or the rights of any third party.
- Family and Emergency Contacts. We may share your Personal Data with these parties in emergency situations (e.g. evacuations or in cases of illness or serious injury). In some contexts, we may rely on your express consent to process such data.

Because we operate internationally, the recipients referred to above may be located outside the jurisdiction in which you are located (or in which we provide the services). Please refer to the section below on “Transfer of Personal Data outside of the European Economic Area” for more information.

Transfer of Personal Data outside of the European Economic Area

Your Personal Data may be transferred to, stored, and processed in a country (such as the United States, where the University of California is located) that is not regarded as ensuring an adequate level of protection for Personal Data under European Union law.

We have put in place appropriate safeguards (such as contractual commitments) in accordance with applicable legal requirements to ensure that your data is adequately protected. For more information on the appropriate safeguards in place, please contact us via email at privacy@uceap.universityofcalifornia.edu.

How we store and protect Personal Data

We implement technical and organizational measures to ensure a level of security appropriate to the risk to the Personal Data we process. These measures are aimed at ensuring the ongoing integrity and confidentiality of Personal Data. We evaluate these measures on a regular basis to ensure the security of the processing.

We will store your Personal Data, in a form which permits us to identify you, for no longer than is necessary for the purpose for which the Personal Data is processed. Retention timelines will be determined in line with the University's records retention schedule found [here](#).

How to exercise your rights

Where applicable under local law, you may have certain rights regarding your Personal Data. Where applicable, you have the right to access Personal Data UCEAP holds, and in some situations you have the right to have that Personal Data corrected or updated, erased, restricted, or delivered to you or a third party in a usable electronic format (the right to data portability). Where applicable, you may also object to how UCEAP uses your Personal Data if the legal basis for processing that information is our legitimate interest.

Where we are using your Personal Data on the basis of your consent, where applicable under local law, you have the right to withdraw that consent at any time. You also have the right to register a complaint to the supervisory data protection authority of the country in which you are located, where applicable. If you wish to exercise these rights or to notify us of a change in your personal details, or if you have any questions on the content of this Notice, please contact us at privacy@uceap.universityofcalifornia.edu.

Changes to this Privacy Notice

Any changes we make to this Notice in the future will be posted on this page and, where appropriate, notified to you by e-mail.

Effective Date: This notice is effective as of September 5, 2019