1. **NAME OF DATA CONTROLLER**

Corvinus University of Budapest (hereinafter: University)
Competent organizational unit: Directorate of Strategy and Quality Development

Address: 1093 Budapest, Fővám sq. 8.
E-mail: dpr@uni-corvinus.hu
Tel: +36 1 482 5127
Website: http://portal.uni-corvinus.hu/index.php?id=57690

Data Protection Officer (DPO): Marica Sárközi-Kerezsi
E-mail: marica.kerezsi@uni-corvinus.hu
Tel: +36 1 4825112

2. **LEGAL BASIS FOR THE DATA PROCESSING**

- 2016/679 Regulation of the European Parliament and of the Council (EU, 27 April 2016) on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation: GDPR).
- Act CXII of 2011 on information self-determination and freedom of information.
- Act CCIV of 2011 on higher education.

3. **CATEGORY OF DATA, PURPOSE, LEGAL BASIS AND PERIOD OF DATA MANAGEMENT**

<table>
<thead>
<tr>
<th>Personal data</th>
<th>Purpose of data management</th>
<th>Legal basis of data management</th>
<th>Period of data management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data used to personal identification</td>
<td>Keeping contact between the University and its alumni, with special regard to the following: requests to alumni to fill out questionnaires (Graduates’ Careers Tracking Survey (GCTS))</td>
<td>GDPR 6 § (1) c - legal obligation based on I/B point of Appendix 3 of Act CCIV of 2011 on higher education</td>
<td>for 80 years following the termination of student status</td>
</tr>
<tr>
<td>(full name, Neptun code,)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact data (e-mail address, phone number)</td>
<td></td>
<td>GDPR 6 § (1) c - voluntary consent</td>
<td>until withdrawal of consent</td>
</tr>
<tr>
<td>Data of studies (faculty, study program, year of graduation)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 4. Access and Transfer of Data

Only the staff of the Directorate of Strategy and Quality Development have the right to access the data only to the extent necessary on the purpose of fulfilling their tasks.

The University will transfer personal data to national bodies or authorities only in exceptional cases. For example if the Police requires information for certain investigation.

### 5. Data Security Measures

The personal data will be stored in the University's own servers. The University takes the appropriate technical and organizational measures in order to protect your personal data from accidental or illegal destruction, loss, modification and against unauthorized data processing, access and publication.

The University does not use the services of any other company to store data.

### 6. Your Rights in Connection with Data Management

#### 6.1. Withdrawal of Consent

*Withdrawal of consent*

In case data management is based on voluntary consent, you have the right to withdraw your consent in writing at any time by using our contact details provided above.

#### 6.2. Right to Request for Information

*Right to request for information*

By using our contact details provided in section 1 you can make a written request for information about:
- what personal data,
- on what legal basis,
- for what data management purpose,
- from what source,
- for how long,
- to whom, when, under what provision and which personal data the University provided access.

#### 6.3. Right to Correct Your Data

*Right to correct your data*

By using our contact details provided in section 1 you can make a written request that the University change some of your personal data (e.g. you can change your e-mail or postal address at any time).

#### 6.4. Right to Cancel Your Data

*Right to cancel your data*

In case data management is based on voluntary consent, you can make a written request to cancel your personal data. The University will fulfill your request within up to 30 days and inform you about it in a letter sent to your address that you have provided.

#### 6.5. Right to Classify (Restrict Access to) Data
By using our contact details provided in section 1 you can make a written request to have your personal data classified (with precisely specifying the classified data and securing its management separate from the other data). The classification will last as long as it is necessary by the reasons indicated.

6.6. **Right to object**
You have the right to object to the data management of the graduate tracking survey system in writing by using our contact details provided above. The opposition should be a declaration that you object to the management of your personal data. The Directorate will decide about the request and inform you about the decision as soon as possible but within up to 15 days from the application of the request.

### 7. **COMPLAINTS**

If you believe that your data protection rights may have been breached, you have the right to lodge a complaint with the applicable supervisory authority, the Hungarian National Authority for Data Protection and Freedom of Information or to seek a remedy through the courts.

#### 7.1. Official notification
If you believe that your data protection rights or your right to know public data may have been breached or they are at risk, you can initiate an inquiry from the supervisory authority:

The Hungarian National Authority for Data Protection and Freedom of Information (NAIH):
[https://www.naih.hu/general-information.html](https://www.naih.hu/general-information.html):
address: 1125 Budapest, Szilágyi Erzsébet fasor 22/c
Postal address: 1530 Budapest, PO BOX:5.
Tel: +36 (1) 391-1400
Fax: +36 (1) 391-1400
e-mail: ugyfelszolgalat@naih.hu
web: [https://naih.hu/](https://naih.hu/)

#### 7.2 Initiate a legal procedure
In case you experience a breach of your data protection rights, you can file a lawsuit against the data controller. Judgement of the process is related to the court-house. The lawsuit can be filed at your local court. (You can find the courts and their contact information under this link: [http://birosag.hu/torvenyszekek](http://birosag.hu/torvenyszekek).)