

ÅBO AKADEMI

Data Protection Notice

according to the EU General Data Protection Regulation (GDPR), Articles 13 and 14

This notice concerns:

Development, evaluation, other activities (events, etc.)

Data protection notice on how *special category personal data* and *personal data* are processed in connection with suitability assessments of study ability according to Sections 43 a–d of the Universities Act.

Controller

Åbo Akademi University
Domkyrkotorget 3
20500 Turku
Finland

Åbo Akademi University is the controller responsible for the personal data collected and processed in the university's activities – in teaching, supervision, research, administration, and internal and external cooperation.

Responsible unit for the processing described in this document:
Legal Services

Contact person: Ole Karlsson, kvalitet@abo.fi
Data Protection Officer at Åbo Akademi: dataskydd@abo.fi

Why do we process your personal data?

In certain degree programmes (defined in Section 2 a of the Government Decree on Universities 770/2009), the suitability of an applicant or a student for the education may be assessed. This assessment may include examining information about your state of health, information from the criminal record, and/or information from other higher education institutions regarding suitability assessments conducted concerning you.

According to the GDPR, there must be a legal basis for processing personal data. The legal bases for processing your personal data are:

- **Legal obligation:** Laws or regulations require Åbo Akademi to process your personal data as part of its operations.
- **Public interest or exercise of official authority:** Åbo Akademi has statutory tasks of public interest and the right to exercise official authority according to the Universities Act.

Åbo Akademi has a statutory duty to organize education. This is a task of public interest. The task also includes the right to exercise official authority. According to the Universities Act, we are obliged to conduct a suitability assessment if a notification has been received. The assessment is carried out to guarantee the legal protection of the student, but also to ensure the safety of fellow students, employees, and external persons you may encounter in practical tasks or internships.

We process personal data on the legal basis of **public interest or exercise of official authority (GDPR Art. 6.1 e)** and **legal obligation (GDPR Art. 6.1 c)**. We process **special categories of personal data (health data)** when necessary in order to decide on your suitability to begin or continue your studies. Health data is processed based on **substantial public interest (GDPR Art. 9.2 g)**, Section 6 of the Data Protection Act, and Sections 43 a–d of the Universities Act.

What personal data is processed and who processes it?

We process **special category personal data** that may arise during the suitability assessment. This relates particularly to health data, as Åbo Akademi often requires students undergoing suitability assessments to complete medical checks or examinations to determine their health and functional capacity (Sections 43 b and 45 of the Universities Act 558/2010).

Examples of **personal data** that may be processed include your name, personal identity code, study right number, contact information, study results, and other study-related information.

The data is processed by the appointed suitability assessment officer at the university and the designated investigator handling your case. When necessary, information is shared with the Rector and the members of the Board of Åbo Akademi. According to Section 45 a of the Universities Act, the Board decides on continuation of study rights or suspension of studies.

Persons responsible for document management systems and information security at Åbo Akademi have the right to process documents according to their job descriptions and established guidelines.

Where is your personal data collected from and how is it processed?

Personal data is collected from Åbo Akademi University's systems containing student information—particularly study administration systems—from the individual themselves, and through hearings of teachers, administrative staff, and any other persons called upon during the assessment.

Information collected is stored on secure servers at Åbo Akademi or in equivalently secured systems provided through contracted services. Special category personal data is only accessible to the designated investigators and stored in restricted-access areas of ÅA's file management system.

ÅA processes and stores the student's sensitive personal data in the file management system for the duration of the suitability assessment. If the outcome of the assessment is withdrawal of study rights or suspension from studies, the sensitive personal data is stored until the study right's time period has expired. The appointed suitability assessment officer reviews the storage area annually and destroys sensitive personal data that is no longer required.

Attachments to Board minutes containing sensitive personal data are confidential throughout the process and are stored permanently with that classification.

Is your personal data transferred to a third party (outside Åbo Akademi) for processing?

Personal data may be transferred outside Åbo Akademi University if the university requires you to undergo medical examinations or assessments performed by a licensed healthcare professional. Your consent will be requested before any transfer.

Is your personal data disclosed to a third party (outside Åbo Akademi) for that party's own purposes?

Personal data is disclosed so that the third party can conduct the required health and functional capacity examinations needed for the suitability assessment. The results of the assessment are stored in your personal medical record in the healthcare provider's system.

Is your personal data transferred outside the EU/EEA?

No, personal data is **not** transferred outside the EU/EEA.

What rights do you have when Åbo Akademi processes your personal data?

Åbo Akademi University is responsible for taking appropriate technical and organizational measures to protect personal data from unauthorized or unlawful processing and from damage or loss. Personal data must always be processed fairly and transparently in accordance with applicable data protection regulations.

According to the GDPR (Articles 12–22), you have the right to:

- receive clear and transparent information about how your personal data is processed and how to exercise your rights (Art. 12)
- obtain access to your personal data and information about the processing (Art. 15)
- have your personal data corrected (Art. 16)
Note: Employees and students at Åbo Akademi can make certain corrections themselves following intranet instructions.
- have your personal data erased ("the right to be forgotten") in certain situations (Art. 17)
- restrict the processing of your data in certain situations (Art. 18)

- have your data transferred to another system in certain cases (Art. 20)
- object to the processing of your data in certain cases (Art. 21)
- not be subject to automated decision-making, with certain exceptions (Art. 22)
- be informed of a personal data breach that poses a high risk to your personal data (Art. 34)

When the purpose of processing is scientific research, statistics, or archiving, your rights may be restricted under the Data Protection Act (1050/2018). Any restrictions require specific protective measures.

If you have questions about your rights, you may contact the responsible contact person (see above) or Åbo Akademi's Data Protection Officer (dataskydd@abo.fi).

See also the general information on personal data processing on Åbo Akademi's website: www.abo.fi/dataskydd.

You have the right to lodge a complaint with the Data Protection Authority

if you believe your personal data has been unlawfully processed according to the GDPR.

Contact details:

Office of the Data Protection Ombudsman

P.O. Box 800

00531 Helsinki

+358 29 566 6700 (switchboard)

tietosuoja@om.fi

tietosuoja.fi