**Privacy notice**

**for processing of data relating to a thesis/portfolio for a data subject aged 18 or over**

in accordance with Article 12 (1) of Regulation (Eu) 2016/679 of the European Parliament and of the Council (henceforth: GDPR)

The student writing a thesis/portfolio (hereinafter referred to as thesis) at Eötvös Loránd University (1053 Budapest, Egyetem tér 1-3.), and the student named on a questionnaire (hereinafter referred to as **student**), **as a data controller, processing personal data/personal data and special categories of personal data[[1]](#footnote-1) for the purpose of writing a thesis.**

In addition, the **data controller from the submission of the thesis onwards,** **in the academic processes is the relevant ELTE Office of Educational Affairs** (contact: <https://www.elte.hu/en/faculty-administration-offices>) and for the data processing in the repository, the ELTE University Library and Archives (contact: editadmin@lib.elte.hu).

Data processor[[2]](#footnote-2): Microsoft, in case of using MS Forms (online questionnaire); Campus Codeworks Zrt, the operator of the University's electronic study system (NEPTUN).

Automated decision making[[3]](#footnote-3) does not take place.

If the data subject has not consented to the disclosure of personal data contained in the thesis, the thesis will be confidential. Personal data, including special categories of personal data, provided by the data subject for the purpose of writing the thesis (e.g. questionnaire, audio recording) and contained in the thesis treated confidentially may be accessed by the staff at the Study Office of the faculty concerned, the supervisor(s)/ subject methodology instuctor(s), the opponents, and members of the evaluation committee, a reasonable number of library administrators and the person appointed by the Dean to review the confidentiality.

If the thesis is public with the consent of the data subject, the defence is also public, and the thesis is accessible on the online public platform[[4]](#footnote-4). If the personal data of the data subject are included in the thesis, the consent forms on which the thesis is based will be kept confidential. In all other cases, the voice recordings and questionnaires on which the thesis is based shall be destroyed after the successful defence of the thesis or after the unsuccessful expiry of the time limit for the defence.

The **legal basis for the processing** **is consent** pursuant to Article 6(1)(a) of the GDPR, as **indicated by the data subject in the questionnaire**; in addition, in the case of special categories of data, explicit consent pursuant to Article 9(2)(a) of the GDPR. You, as data subject have the right to withdraw your consent at any time, especially by sending an e-mail to the contact person. The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal*.*

Following the submission of the thesis, data processing is necessary for **the performance of a task carried out in the public interest** pursuant to Article 6 (1) (e) of the GDPR, in accordance with the rules of Act CCIV of 2011 on National Higher Education. You, as data subject shall have the **right to object**, on grounds relating to your particular situation, **at any time** to processing of personal data concerning you. The controller shall no longer process the personal data unless the controller demonstrates compelling legitimate grounds for the processing which override your interests, rights and freedoms or for the establishment, exercise or defence of legal claims (hereinafter referred to as right to object).

The legal basis for the retention of the consent statements is Article 6 (1) (e) of the GDPR, so that the University can demonstrate the legal compliance of its public interest mission and the lawfulness of the processing as set out in Article 5 (2) of the GDPR. You as the data subject may exercise your right to object (see above).

**Duration of the processing:** eighty years from the notification of the termination of the student relationship (see Appendix No. 3, point I/B. 3 of the Act on National Higher Education).

**Your rights** (for details see <https://adatvedelem.elte.hu/rightsofdatasubject>):

1. **Transparent information, communication and modalities for the exercise of the rights of the data subject** – In this privacy notice the controller provides information about the circumstances of data processing, e.g. data controller, purposes, legal basis and duration of data processing, enforceable data subject rights, complaint procedures and available legal remedies for data subjects;
2. **Right of access by the data subject** – You have the right to obtain from the controller confirmation as to whether or not personal data concerning you are being processed, the controller shall provide complete information and a copy of the personal data undergoing processing;
3. **Right to rectification** – You have the right to obtain from the controller the rectification of inaccurate personal data concerning you and you also have the right to have incomplete personal data completed;
4. **Right to erasure (‘right to be forgotten’)** – You can ask for the controller the erasure of your personal data;
5. **Right to restriction of processing** – If you ask, your personal data can’t be processed with the exception of storage;
6. **Notification obligation regarding rectification or erasure of personal data or restriction of processing** – We inform you about the recipients referred to GDPR under the conditions set out in the GDPR;
7. **Right to data portability** (if the controller processes your data on the basis of your consent/contract
and the processing is carried out by automated means) – You have the right to receive your personal data, which you have provided to a controller, in a structured, commonly used and machine-readable format and you have the right to have the personal data transmitted directly from one controller to another, where technically feasible;
8. **Right to object** – You can object, at any time to processing of your personal data if the processing is based on a legitimate interest pursued by the controller or by a third party or the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;
9. **The right not to be subject to a decision based solely on automated processing, including profiling** – Tell us, if you are concerned! This right is not relevant if this privacy notice does not contain information about automated decision-making.
10. **The right to legal remedy** – In the case of breach of your rights, you can turn to the data protection officer, to the National Authority for Data Protection and Freedom of Information or you can sue in court.

**If you have any questions or you need legal remedy, turn to:**

**Data protection officer of the University:**

Data Protection Office

1056 Budapest, Szerb u. 21-23.

Email: dataprotection@elte.hu

**National Authority for Data Protection and Freedom of Information**

1363 Budapest, Pf. 9.

[www.naih.hu](http://www.naih.hu)

Tel.: +36-1-391-1400

**The court:**

You can sue for a claim according to your place of residence.

1. special categories of personal data: Article 9(1) GDPR: personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation; [↑](#footnote-ref-1)
2. ‘processor’ means a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller; [↑](#footnote-ref-2)
3. automated decision-making: a decision based solely on automated processing, including profiling, which produces legal effects concerning the data subject or similarly significantly affects the data subject, such as automatic refusal of an online credit application or e-recruiting practices without any human intervention; [↑](#footnote-ref-3)
4. Section 50(6) of Act CCIV of 2011 on National Higher Education [↑](#footnote-ref-4)