

Privacy declaration

In this document you will find the explanation with regard to data that 'Study Association Psychology in Nijmegen (hereinafter referred to as SPiN)' collects from its members and beneficiary members. The two aforementioned groups will be further referred to as 'the members'. The association does not collect or use information for purposes other than the purposes described in these terms and conditions, unless you have given permission in advance. This privacy declaration is subject to change and members should regularly consult the privacy declaration for this reason. Any adjustments and / or changes will be changed in this document and permission will be requested for this. Drastic changes in the privacy statement can therefore not be adjusted in the interim. Unless consent has been requested prior to the change to members who have already signed the privacy statement.

The application form

Below is a list of the data collected on the registration form and for what purposes this data is used. This information is necessary to make use of the services of the association. The information provided via the registration form will be stored in the general membership file. These are stored on a secure server that only the treasurer and the secretary of SPiN have access to. In addition, these data are stored in a digital administration program. A processor agreement has been concluded with the administrators of this administration program. The personal data are stored up to and including September of the academic year in which the member- or donor ship is terminated at SPiN via the usual procedure for termination, i.e. by completing a registration form or offline or online before 1 September. The data is then deleted. If a person wants to become a member or a donor again, he or she has to fill out a form again.

Information	Goal
First and last name	In order to distinguish between members
Birth date	In order to indicate whether a member is 18 years or older, in importance of the law
Phone number	In order to get in contact in case of an emergency or clarification of other business
Address	For sending documents
Email address	In order to get in touch for announcements or invitations, and send the newsletter with relevant information for members
Student number	In order to indicate what type of member is required for scholarships
IBAN	In order to withdraw the annual membership fee of €12,- and to

	make payments and declarations more easily done
BIC	In order to withdraw the annual membership fee of €12,- and to make payments and declarations more easily done
Start academic year	In order to distinguish between the academic year members are currently in

Also, the Radboud University can request SPiN to give certain information of members for registrations. This is for checking the student status of members and check the member lists. The information includes the name of the member and the status of the student. With signing this privacy statement, one agrees with sharing the personal information standing above to the Radboud University and the Radboud Fonds for requesting scholarships.

By signing this statement, permission is given for processing personal information.

View and modify your data

It is always possible to view your collected personal data with the secretary and to submit a request to amend, supplement or delete the data. For all data, if there is a change, addition or removal, you must pass this on to the board.

Objection

It is possible to object to the collection of personal data. If the ground of SPiN outweighs the objection, SPiN can choose to continue the processing. If there is only objection to the provision of (certain) personal data to Radboud University, this can also be reported to SPiN. If SPiN has already provided personal data to Radboud University, SPiN will inform Radboud University of the restriction of personal data.

Reporting obligation for a data breach

Study association Psychology in Nijmegen has a duty to report if there is a data leak. The purpose of this is to ensure that personal data is handled more carefully and that security is in order. There is a data leak if loss or unlawful processing of personal data (as described above) takes place. Should a data leak take place, then SPiN is obliged to report this to its members. For more information about this, please refer to the data leak protocol.

Contracts

Additional data are requested on SPiN's contracts on the standard member file. This data is only collected from members who participate in the activity. Below is a list of the data collected for participation in the activity.

Data	Purpose
Birth date	To determine if a member is younger or older than 18
Name emergency contact	To get in touch in case of emergency

Telephone number emergency contact

To get in touch in case of emergency

