

## **General statement**

The European Law Students' Association (hereinafter ELSA) fully respects your right to privacy, and will not collect, process or publish any personal data about you other than as set out in this privacy policy. Any personal information which you provide to ELSA will be treated with the highest standards of security and confidentiality, strictly in accordance with applicable data protection laws.

## **What is the purpose of the data collection?**

ELSA International needs to collect the data from the ELSA Law School application form in order to be able to successfully administrate the ELSA Law Schools programme.

ELSA International fully and exclusively administrates ELSA Law Schools, which means collects all the applications (i.e. the data from the above-mentioned application form) and forwards them to the respective Organising Committee (OC) and applicants' National and/or Local ELSA Group.

The aim of the ELSA Law Schools application form is for the Organising Committees to be able to select participants for their respective ELSA Law Schools. In order for them to be able to complete the selection of the participants, they need the data from the ELSA Law Schools application form. Therefore, ELSA International acts as an intermediary between ELSA Law School applicants and the Organising Committees of the respective ELSA Law Schools.

Certain data may be used for the creation of statistical data, which will always be generalised numbers only, completely anonymised.

## **What personal data does ELSA collect in application forms?**

ELSA International collects only the data that is needed to fulfil the purpose of it being collected, which is the data that is relevant for the OC to make a decision on the selection of participants of the respective ELSA Law School. The necessary data collected is visible in the above-mentioned application form.

## **Who has access to your information and to whom is it disclosed?**

After ELSA International collects the data, ELSA International will disclose the data of the applicant to the OC of the ELSA Law School for which the applicant applied. The purpose of this disclosure is for the selection of participants by the respective OC, based on the data from the application forms. If the data are incorrect, ELSA International maintains the right to modify or delete the data.

ELSA International also discloses the data to the applicant's National and/or Local ELSA Group. The purpose of this disclosure is for the respective OC to confirm information relating to their grounds for selecting the participants for their ELSA Law School.

Some ELSA Law Schools and National and Local ELSA Groups are located outside of the European Union, in a country deemed not to offer a similar level of data protection as within the European Union.

**How long do we keep your data?**

The data will be kept for as long as it is necessary for the administration of the ELSA Law Schools, i.e. as long as there is a need to disclose this data to the respective Organising Committees in order for them to select the participants for their respective ELSA Law Schools. However, that period is never longer than one year from when the data are submitted.

**How can you access your personal data, verify its accuracy and, if necessary, correct it?**

In accordance with applicable data protection laws, you have a right to access your personal data, and request correction of inaccurate, or deletion of irrelevant personal data. When you submit your application, an e-mail confirmation is sent to your e-mail address. Furthermore, you may also exercise the above-mentioned rights by contacting ELSA International at Boulevard Général Jacques 239, Brussels B-1050, Belgium or at [seminarsconferences@elsa.org](mailto:seminarsconferences@elsa.org).