

Privacy Notice BSc Applied Software Development and MSc Applied Data Science

The Data Controller of the information being collected is

The University of the Highlands and Islands (UHI), Executive Office, 12B Ness Walk, Inverness IV3 5SQ. Phone: 01463 279000.

For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at dataprotectionofficer@uhi.ac.uk

This privacy statement relates to the following process

The use of additional teaching systems – Atlassian Bitbucket, Atlassian Gira, and Slack (from Slack Inc) – for the BSc Applied software development and MSc Applied Data Sciences courses.

Your information will be used for the following purposes

To make available and administer your use of the additional teaching systems used for teaching and assessment purposes on your course. This includes account provisioning, management, collaboration, and working.

It also includes the ordinary teaching and assessment purposes included in the full enrolment privacy notice, carried out in the additional teaching systems.

Our legal reason for using the data is

Contract: The processing is necessary for the purposes of a contract between you and UHI, that being your student contract.

Public task: The processing is necessary for UHI to undertake its public task, that being its public task to deliver education and research pursuant to the Further and Higher Education Scotland Act.

If you were to withhold the personal information we require for this process, the consequences would be

We will not be able to enrol or re-enrol you as a student on the BSc Applied Software Development or MSc Applied Data Science course.

Your data will, or may, be shared with the following recipients or categories of recipient

Atlassian

Atlassian provides the Bitbucket and Gira services. The university uses the systems for its teaching and assessment under contract with Atlassian. Your data will be shared with Atlassian to allow you to use the systems as part of your university learning experience.

Slack technologies Inc

Slack Technologies, Inc. provides the Slack service. The university uses the systems for its teaching and assessment under contract with Slack. Your data will be shared with Slack to allow you to use the systems as part of your university learning experience.

This process involves your data being sent outside of the UK. The following safeguard is in place for this restricted transfer

Atlassian

Your data is shared with Atlassian who provide the Bitbucket and Gira service.

Atlassian is an international organisation and, as such, your data, as provided to Atlassian, will be shared outwith the UK and EEA. Your data will, or may, be shared with Atlassian to the following locations: the US, Germany, Ireland, Singapore, and Australia.

Your data is shared with recipients in these locations is protected by an appropriate safeguard, that being EU Standard Contractual Clauses.

Slack Technologies Inc

Your data is shared with Slack Technologies who provide the Slack service. Slack process this personal data outwith the UK.

Your data is shared with recipients in these locations is protected by an appropriate safeguard, that being EU Standard Contractual Clauses.

Your data will be retained for the following length of time

Your data in the Atlassian and Slack systems

Your data in Atlassian or Slack systems (including your user account and work) will be deleted at the end of your time studying on the relevant course.

Data you share with other users may still exist in the user accounts of those with whom you have shared data (for example, joint work, comments, and messages). In these circumstances, that data will be deleted along with the user accounts of the recipients (at the end of their time studying on the course – likely to be no longer than four years).

Your data elsewhere

Some of your data may be extracted from Bitbucket or Slack and held elsewhere in UHI systems (e.g., Brightspace) for purposes such as assessment. In these circumstances your data will be retained in keeping with the relevant UHI retention period for the purpose.

The following rights are rights of data subjects

- The right to access your personal data
- The right to rectification if the personal data we hold about you is incorrect
- The right to restrict processing of your personal data

The following rights apply only in certain circumstances:

- The right to withdraw consent at any time if consent is our lawful basis for processing your data
- The right to object to our processing of your personal data
- The right to request erasure (deletion) of your personal data
- The right to data portability

You also have the right to lodge a complaint with the Information Commissioner's Office about our handling of your data.