

# Police Registration Privacy Notice

Policy, Governance and Information

Version: 2.0

## Our contact details

Solent University, East Park Terrace, SO14 0YN Southampton

International Support [internationalsupport@solent.ac.uk](mailto:internationalsupport@solent.ac.uk)

For more information, please contact the Information Rights Team at:  
[information.rights@solent.ac.uk](mailto:information.rights@solent.ac.uk)

## What type of information we have

- Personal Details (name, Date of Birth)
- Occasionally contact details

## How we get the information and why do we have it

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- (a) We seek consent to provide an additional service (such as counselling, wellbeing services)
- (b) We need it to perform a public task (as a University we have a number of responsibilities).

## What we do with the information

We will process your data for the purposes of Police Registration. In certain situations we may be required to process data for correction of errors with the UK Visa and Immigration Department.

Any data you provide will only be shared where it is essential for Police Registration.

Any information processed will be deleted once it is no longer necessary for the purposes for which it was collected.

## Your data protection rights

Under data protection law, you have rights including:

- Your **right of access** - You have the right to ask us for copies of your personal information.

- Your **right to rectification** - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your **right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.
  
- Your right to **restriction of processing** - You have the right to ask us to restrict the processing of your information in certain circumstances.
- Your right to **object to processing** - You have the the right to object to the processing of your personal data in certain circumstances.
- Your right to **data portability** - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [information.rights@solent.ac.uk](mailto:information.rights@solent.ac.uk) if you wish to make a request.

## How to complain

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Helpline number: 0303 123 1113