

Data Protection Notification for APPrentice Competition 2022

The APPrentice Competition is an annual competition held by MTU. The APPrentice Competition is run by MTU's Hincks Centre for Entrepreneurship Excellence and the School of Business in association with MTU's Enterprise & Innovation Month. The competition is to inspire students to set up new and interesting APP ideas and cash prizes are awarded to winners. The competition is open to all departments within the University and QQI students from Cork College Progression Scheme (Coláiste Stiofáin Naofa, St. John's Central College, Cork College of Commerce, Kinsale College of Further Education, Mallow College and City North College)

The University is the data controller for all personal data that it holds and processes and is subject to the Data Protection Acts 1998 to 2018 and to the General Data Protection Regulation (GDPR).

Types of Information Collected

The APPrentice Competition Process holds basic records for all applicants including contact details and courses studied.

The following types of personal data may be collected;

- Name, Address, Student Number, Telephone Number, Email, Educational Details.

How we Collect Information

We use an inhouse system to collect information directly from you through the application process. Where we enter into agreements with third parties to Process Personal Data on our behalf we will ensure that the appropriate contractual protections are in place to safeguard such Personal Data.

Purpose of Collecting Information

We will use the details you have given us to communicate and engage with you in relation to the APPrentice Competition activities.

Basis for Processing Information

GDPR provides a number of basis on which the University can legitimise its processing activities. The University processes data in carrying out tasks in the public interest and in the exercise of our official authority and considers the processing of the personal data in this instance is necessary to support its mission to support the development of innovation and entrepreneurial activities within the University.

Sharing Information

We will share information you provide with the APPrentice judging panels.

We will share information you provide with the Poster Design Lecturers and the Poster Design Students.

Data Storage

The data is stored on an internal University server.

Data Retention

We will hold your data for 1 year at which time it will be permanently deleted from the application system.

Individuals Rights

Individuals whose personal data and sensitive personal data/special category data is held by the University have the following rights regarding their data:

- The right to be informed
- The right to request access to their personal data held by the University.
- The right to rectification - to have inaccurate or incomplete personal data rectified.
- The right to erasure of personal data - this will only apply where there is no legitimate reason for the University to continue to process the personal data. If you exercise your right to erasure, we will retain a core set of personal data which, for alumni, will include: name, subject(s) studied, graduation details, date of birth and unique identification number so that we do not contact you inadvertently in future, and to maintain your education details for archive purposes. We may also need to retain some financial records about you
- The right to restrict the processing of personal data - individuals have the right to block the processing of their personal data by the University in specific situations.
- The right to data portability - students have the right to request provision of some elements of their information (for example academic progress details) in digital form in order to provide it to other organisations.
- The right to object - students can object to the processing of their personal data by the University in certain circumstances, including the sending and receipt of direct marketing material.
- The right to object to automated decision making and profiling - individuals have the right to object to decisions taken by automatic means without human intervention in some circumstances.

If you are unhappy with the University's handling of your personal data or believe that the requirements of the Data Protection Acts or GDPR may not be fully complied with, you should contact the University's Data Protection Officer in the first instance. The University's formal complaint procedure can be invoked if appropriate, and you also have the right to submit a complaint to the Data Protection Commissioner.

