

# BEYKENT UNIVERSITY

## PRIVACY NOTICE FOR ONLINE TRAINING

As data controller, **Beykent University** shall process your personal data collected during online training application process (full name, mobile phone number, email address, student status/employment status, name of workplace, title, class standing, city/country of residence), online CV preparation process (full name, date of birth, student number, information on whether the student had created a CV before or not, telephone number, email address, student's department, medium of instruction at the department, and student's class standing), and application process for online interview simulations (full name, telephone number, email address, address information, date of birth, marital status, nationality/citizenship, driver's licence information, education information, work/internship experience, computer and foreign language skills, course/certificate/seminar information, membership of associations and clubs) on the grounds that "it is necessary for fulfilment of a legal obligation by the data controller" and "data processing is necessary for the legitimate interests pursued by the data controller, provided that this processing shall not violate the fundamental rights and freedoms of the data subject" and use such personal data only upon your "explicit consent" for the following purposes: conducting the said educational activities and in this context; ensuring your participation in the activities and access online training contents as our student, graduate or external participant, management of the application processes, promotion of the university's online trainings, handling your questions about the trainings and receiving your applications, and organising of meetings and interviews.

Unless required by our legal obligations or it is necessary for handling your requests, opinions or complaints, your personal data are not transferred to any third persons, institutions or organisations; however, online trainings are carried out through the Microsoft Teams and Zoom systems whose servers are located in other countries and/or our university's online training platform according to your preferences, and those trainings are recorded for the above-mentioned purposes. The data stored on those foreign data centres are shared only with the persons who are eligible to have access to the records for purposes limited to the specified ones. Accordingly, the personal data shall only be transferred upon your explicit consent. In order to ensure data security and privacy, administrative and technical measures are taken to a reasonable extent permitted by the technical possibilities while carrying out data processing and transferring activities.

Pursuant to Article 11 of the PDP Law No. 6698, as a natural person whose personal data are processed, you have the following rights, including but not limited to: to access your personal data processed, request rectification or erasure of the processed personal data, and object to the processing of your personal data.

For more information about personal data protection, learn about your rights and how to exercise them, you can read the text about "The Exercise of Rights of Data Subject Pursuant to the PDP Law" on our website [www.beykent.edu.tr](http://www.beykent.edu.tr) and contact us at [kvkk@beykent.edu.tr](mailto:kvkk@beykent.edu.tr).