



## Privacy Notice

### Data Controller

The data controller is the Marshall Aid Commemoration Commission (MACC), represented by its appointed administrator, the Association of Commonwealth Universities (ACU), Woburn House, 20-24 Tavistock Square, London WC1H 9HF, UK. The Data Protection Officer is the Data Protection Officer of the FCO.

### Purpose of Processing

The information you provide when applying for a Marshall Scholarship will be used in the following ways:

- To verify that you are eligible for a Marshall Scholarship
- To assess your application for a Marshall Scholarship
- To contact you with the outcome of your application

If you are not willing to provide all the information requested, we will be unable to process your application.

The information you provide when applying for a Marshall Scholarship will be used in the following way should you be successful in winning a Marshall Scholarship:

- To administer your Scholarship including but not exclusively:
  - Placement at British University
  - Communications from the Commission and Secretariat
  - Invitations to events
  - Immigration purposes
  - Website and Social Media
  - Annual Reports and Statutory Documents
- To maintain contact with you after your Scholarship ends including membership of the Association of Marshall Scholars (AMS); and
- To collate statistics and to conduct research (although in these circumstances no information that could identify you as an individual will be published).

Information given in your medical form is classified under the 'special category data' Article 9 of the General Data Protection Regulation 2016/679 of the European Union. This information will not be shared outside of the Secretariat of the Marshall Aid Commemoration Commission and will be kept in a secure place.

### Legal Basis for Processing

The legal basis for processing your data is the public task.

### Data Recipients

Your data may be shared with Embark (the online application provider); the registered Marshall Contact at your University; Endorsers and Recommenders; the British Embassy and Consulates in the United States of America, the Secretariat of the Marshall Aid Commemoration Commission (Association of Commonwealth Universities); UK Foreign, Commonwealth and Development Office and other Departments of the UK government, the US Embassy in the UK; British Universities; the Association of Marshall Scholars; and selected partners or sponsors.

### Data Transfers

Your data will be processed by the MACC, ACU and other third parties. Your data will be protected in accordance with the General Data Protection Regulation 2016/679 of the European Union.

### **Retention**

If your application is unsuccessful your data will be retained for 24 months from the application closing date and then deleted.

If your application is successful. Your data will be transferred to the ACU for the purposes of administering your award and then be held for the MACC indefinitely.

Medical forms will be destroyed at the end of your tenure should you be awarded a Marshall Scholarship.

Records held about you for immigration purposes will be held for a period of six years only before they are deleted / destroyed.

### **Your Rights**

You have the following rights:

- To be informed, which is the purpose of this Privacy Notice
- To obtain a copy of your personal data held for the Marshall Scholarships. There is no fee for this unless you make repeated requests for the same data. We will provide your data as soon as possible – at most within one month.
- To have your personal data rectified if it is inaccurate or incomplete - at most within one month.
- To have processing of your data restricted or stopped if you contest its accuracy, object to its processing. In such cases processing will be restricted until the matter is resolved. We will inform you of that resolution.
- To object if you consider you have grounds relating to your particular circumstances. This must be “explicitly brought to the attention of the data subject and shall be presented clearly and separately from any other information”.
- To complain about the way we have processed your personal data, you can contact the Information Commissioner’s Office, the statutory body which oversees data protection law – [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns) to, email [casework@ico.org.uk](mailto:casework@ico.org.uk)