

## 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 Foreign Commonwealth and Development Office (FCDO).

### Purpose of Processing

The information you provide when registering to the endorsing university representative for the Marshall Scholarship will be used in the following ways:

- To verify that you are eligible to represent your university to endorse Marshall Scholars
- To give you access to the Marshall Online Application run by Embark
- To share with the students from your university when they register for the online application
- To contact you with information about the Marshall Online Application
- To contact you with information about the students you have endorsed
- To contact you with information and news from the Marshall Aid Commemoration Commission
- To contact you about opportunities to host or attend outreach events
- To collate statistics and to conduct research (although in these circumstances no information that could identify you as an individual will be published).

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

### Legal Basis for Processing

The legal basis for processing your data is Public Task.

### Data Recipients

Your data may be shared with Embark (the online application provider); the Marshall Scholarship Applicants from your university and potential applicants; the British Embassy and Consulates in the United States of America; the Marshall Regional Selection Committees; and the Secretariat of the Marshall Aid Commemoration Commission (Association of Commonwealth Universities).

### 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

Your data will be retained until we are notified that you are no longer the representative for your institution.

### 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)