

University of Turku – Students' Bi-Weekly Mail

1. Controller	University of Turku Postal address: Turun yliopisto, 20014 TURUN YLIOPISTO Email: kirjaamo@utu.fi Telephone: +358 29 450 5000
2. Name of the register	Students' Bi-Weekly Mail
3. Data Protection Officer contact details	Email: DPO@utu.fi More information about the University's Data Protection Officer: www.utu.fi/dpo
4. Contact details for questions regarding the purpose of the register	Career services / Guidance services rekry@utu.fi
5. Purpose and legal basis of personal data processing	<p>The purpose of the processing is to send the newsletter to undergraduate students. The legal basis for processing is the University's statutory task as set out in Section 2 of the Universities Act (558/2007) and its performance in the public interest. The University of Turku may send various study-related notifications and surveys to a student's utu email address, even if the student has objected to the disclosure of their personal data. Each newsletter includes an unsubscribe link.</p> <p>In connection with the distribution of newsletters, information on delivery, opening and link clicks is collected. These statistics may include the email addresses of recipients who clicked links. The data are used solely to ensure the technical functioning of the service and to improve communications. They are not combined with other personal data or used for profiling.</p>
6. Source of personal data	Data are obtained from: a) the University of Turku student information system, or b) the data subject (via subscription form).
7. Categories of personal data processed	<ul style="list-style-type: none"> - utu email address (from the student information system) - first name and surname (only from subscription form) - other email address (only from subscription form)

8. Recipients or categories of recipients of personal data	Emaileri Oy (service provider for distributing newsletters)
9. Transfers of personal data to third countries	Personal data will not be transferred or disclosed outside the EU or the European Economic Area.
10. Retention period of personal data	Personal data will be erased once the purpose of processing no longer applies, or when the data subject requests the erasure of their data.
11. Rights of the data subject	<p>The data subject has the right to request from the controller access to their personal data, the rectification or erasure of their data, restriction of processing, to object to processing, and the right to data portability.</p> <p>The data subject has the right to lodge a complaint with a supervisory authority. The contact person for matters concerning the rights and obligations of the data subject is the Data Protection Officer. The contact details of the Data Protection Officer are provided at the beginning of this notice.</p>
12. Existence of automated decision-making, including profiling	Personal data will not be used for automated decision-making or profiling.
13. Principles of data protection	<p>Personal data are stored in accordance with best practices, information security requirements, and legislation, protected against unauthorised access. The register is secured with usernames, passwords, and role-based access rights. Only staff members who need the data to carry out their duties have access to the register.</p> <p>The principles of protecting personal data are described on a separate page: https://www.utu.fi/en/privacy/data-security-descriptio</p> <p>The use of the service generates log entries, which are used to ensure information security, for technical development, and for detecting, preventing, and resolving faults (Information Society Code (917/2014), Sections 138, 141, 144, 272). Logs are stored for as long as necessary for</p>

	these purposes and are not used for any other purpose.
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