



## **Data Privacy Notice**

This Data Privacy Notice relates to the below form:

Form: Contact Us Form

Website URL: [www.english.dcu.ie/contact-us/](http://www.english.dcu.ie/contact-us/)

### **Introduction**

DCU and DCU Language Services are committed to ensuring that any personal data collected from you will be held and used securely, responsibly and transparently.

### **Data Controller Identity**

In collecting the information required by this form, the overall data controller is DCU. However, the information will be processed and held by DCU Language Services.

### **Reason for Obtaining and/or Processing Data**

1. We obtain your data for the purpose of responding appropriately to your enquiry. We require your name and email to track your enquiry. We ask for your nationality to help us pass your enquiry on to those who can respond in your native language, where possible. By knowing your nationality in advance, we can provide accurate, informative and timely responses about Visa requirements.
2. We also add your details to our remarketing database.

### **Third Party Data Sharing**

For the purpose of promoting the services we offer, we may contact you through our preferred marketing platform, MailChimp.

### **Right to Access**

As the Data Subject in this instance, you have the right to access your personal data collected by DCU. Should you have any questions relating to your data, please feel free to contact the DCU Data Protection Unit ([data.protection@dcu.ie](mailto:data.protection@dcu.ie)).

### **Other Information**

N/A

### **Consent**

By ticking the consent box (on the connected website form) alongside this Data Privacy Notice, you agree that the personal data you have given may be processed as explained above.