**Privacy Notice – Student Mentoring and Peer Support Feedback.**

**The Data Controller of the information being collected is:** Student Engagement Manager, The University of the Highlands and Islands (UHI), Executive Office, 12B Ness Walk, Inverness IV3 5SQ. Phone: 01463 279000. Email studentengagement@uhi.ac.uk.

**For any queries or concerns about how your personal data is being processed you can contact the relevant Data Protection Officer at** dataprotectionofficer@uhi.ac.uk

**This privacy statement relates to the following process:**

Student volunteering

**Your information will be used for the following purposes:**

To provide you with volunteering opportunities.

**Our legal reason for using the data is/are:**

You have given consent for the use.

*Your data will, or may, be shared with the following recipients or categories of recipient:*

Data may be shared with academic partner staff, student association staff, and students involved in volunteering opportunities.

**Your data will be retained for the following length of time:**

Data is retained for the duration of your course, or until you end your volunteering activities.

**The following rights are rights of data subjects:**

• The right to access your personal data

• The right to rectification if the personal data we hold about you is incorrect

• The right to restrict processing of your personal data

**The following rights apply only in certain circumstances:**

*•* Theright to withdraw consent at any time if consent is our lawful basis for processing your data

• The right to object to our processing of your personal data

• The right to request erasure (deletion) of your personal data

• The right to data portability

**You also have the right to lodge a complaint with the Information Commissioner’s Office about our handling of your data.**