



## **Information Privacy Policy for Online Application Forms**

### **1. Introduction**

At the University for Peace, we are committed to protecting the privacy of the personal data of our students and applicants. This privacy policy outlines how we collect, use, store, and protect the information provided through our online application forms for graduate programs and master's courses.

### **2. Information Collection**

During the online application process, we collect the personal information necessary to process your application, assess your eligibility for our programs, and maintain effective communication. This information may include, but is not limited to:

- Full name
- Date of birth
- Email address
- Phone number
- Academic and professional information
- Official identification (such as passport or ID card)
- Academic documents (transcripts, diplomas, certificates)
- Financial information, if applicable (such as scholarship or financial aid details)

### **3. Use of Information**

The information collected will be used exclusively for the following purposes:

- Processing and evaluating admission applications.
- Communicating with applicants during the enrollment process.
- Complying with legal and regulatory obligations.
- Providing additional information about programs, courses, and events related to the University.
- Managing academic and administrative records.



## 4. Sharing Information

The University for Peace will not share your personal information with third parties, except in the following cases:

- When necessary to comply with legal or regulatory obligations.
- With service providers who assist in processing applications and administrative management, provided that such providers are subject to confidentiality obligations.
- With your express consent.

## 5. Information Security

We are committed to protecting the personal information of our applicants. We implement appropriate technical and organizational measures to protect data against unauthorized access, loss, alteration, or disclosure. Access to personal information is restricted to authorized personnel who need to know it to perform their functions.

## 6. Data Retention

The personal information collected will be retained permanently for applicants who move forward and go on to become students and then alumni. For applicants who do not complete the enrolment process, the information will be retained for a period of five years.

## 7. Applicants' Rights

Applicants have the right to:

- Access, correct, or update their personal information.
- Withdraw their consent at any time for the use of their personal data, without affecting the legality of processing based on consent prior to its withdrawal.

To exercise these rights, applicants can contact the Admissions Office via email at [admissions@upeace.org](mailto:admissions@upeace.org).



# University for Peace



## 8. Changes to the Privacy Policy

The University for Peace reserves the right to modify this privacy policy at any time. Any significant changes will be communicated through our website or via email.

## 9. Contact

If you have questions or concerns about this privacy policy or how we manage your personal information, you can contact us at [admissions@upeace.org](mailto:admissions@upeace.org).