



TTÜ
STUDENT CAMPUS

STUDENT CAMPUS PRIVACY POLICY

CONTACT DETAILS OF PERSONAL DATA PROCESSOR

TTÜ Student Campus NPO
Registry Code: 80131259
Address: Raja 4D, Tallinn 12616
Email: campus@campusttu.ee

PERSONAL DATA PROCESSING APPLICATION

NPO TTÜ Student Campus is dedicated to safeguarding the privacy of its clients and users by processing personal information in compliance with legislative requirements and employing all necessary precautionary measures. By submitting an application on NPO TTÜ Student Campus application page, you acknowledge having read and understood the organization's guidelines for processing and protecting personal data.

TYPES OF PERSONAL DATA PROCESSED

Personal data encompasses information related to an identified or identifiable individual. NPO TTÜ Student Campus processes various types of data, including but not limited to:

- name, surname, gender, personal identification code, date of birth (dd/mm/yyyy), nationality
- address (street, city, county/state, country), phone, email
- university name, date of commencement of studies
- contact person (name and phone number)
- bank information – name of the bank, account number/IBAN, bank account owner
- application reason, starting date of the contract

When using Wi-Fi internet connection, personal data and public information from Facebook and/or Gmail may be collected, including:

- Facebook ID or Gmail address
- Person's name
- IP address of the device
- MAC address of the device

PURPOSES OF PERSONAL DATA PROCESSING AND DATA RETENTION

Personal data processing is essential for contract signing and for its functionality. NPO TTÜ Student Campus processes personal data for purposes such as:

- processing housing applications, reserving and confirming accommodation;
- preparing and signing housing contracts;
- submitting invoices;
- processing electronic keys (e.g. access cards) and sharing rights for other services;
- client communication, including operational information;
- fulfilling legal obligations;

- improving the service;
- protecting its rights;

NPO TTÜ Student Campus retains personal data as long as legally required or reasonably necessary. Wi-Fi service user data is stored on the Ruckus SmartZone Wi-Fi controller, situated in a secure Tier II data centre.

SHARING PERSONAL DATA WITH THIRD PARTIES

NPO TTÜ Student Campus is the responsible processor of personal data and does not share such data with third parties without client consent, except as permitted by legislation. Personal data may be shared with:

- authorized processors – persons processing the personal data of NPO's clients on the behalf of NPO (OIXIO IT AS, Tallinn University of Technology, Zone Media OÜ, FORUS Security AS, Koodikaru OÜ, E-Kyla Arendus OÜ, Bidrent OÜ)
- surveillance/investigative authorities

Authorized processors must adhere to all necessary measures to protect personal data, maintain confidentiality, and process personal data within legal limits.

Personal data received by Wi-Fi authentication is not used or shared unless there is a suspicion of network issues (cyber-attacks, spreading viruses, etc.), in which case stored contact information is used for user notification.

SAFETY

NPO TTÜ Student Campus employs various measures (organizational, physical, IT security) to protect processed personal data. Access to modify and process personal data is restricted to authorized individuals, treating all client and user data as confidential.

ACCESS TO PERSONAL DATA AND DATA CORRECTION

Clients can review personal data collected by logging into the eCampus information system. Clients have the right to request correction of inaccurate data. If clients believe their rights have been violated, they can contact the Estonian Data Protection Inspectorate or the court for resolution.