

**1. Controller**

Centria University of Applied Sciences Ltd  
Talonspojankatu 2, FI-67100 Kokkola, Finland  
Tel. +358 6 868 0200

**2. Person responsible for register matters and contact person**

Responsible person: Marjo Pekola, Head of Communication and Information Services, tel. +358 44 725 0062  
Contact person: Marjo Pekola, Head of Communication and Information Services, tel. +358 44 725 0062

**3. Contact details of the Data Protection Officer**

Centria University of Applied Sciences Ltd, Data Protection Officer, Talonspojankatu 2, FI-67100 Kokkola, Finland  
Tel. +358 6 868 0200, e-mail: [tietosuojavastaava@centria.fi](mailto:tietosuojavastaava@centria.fi)

**4. Name of the register**

Centria alumni register

**5. Purpose and basis of the processing of personal data**

The personal data contained in the register can be used as permitted by legislation for communications directed at Centria University of Applied Sciences alumni. The justification for the personal data file is the consent of the data subject.

**6. Data content of the register**

The register shall contain the following information:

- Person's name
- Phone number
- E-mail address
- Year of graduation from Centria
- Degree(s) from Centria
- Job title
- Employer

**7. Regular data sources**

The alumni's personal data is obtained from the alumni on the basis of the registration form or at the graduation stage when the alumni enters into the alumni register.

**8. Regular disclosures of data**

Data from the register is not disclosed to third parties.

**9. Transfer of data outside the EU or EEA**

The information in the system is not transferred outside the European Union or the European Economic Area.

**10. Principles for the protection of the register**

Personal data stored in and processed in information systems is protected by technical measures, and their access rights are restricted only to those whose job description includes the processing of customer data.

**11. Right to inspection**

The data subject has the right to inspect what data concerning them have been recorded in the register. The request for inspection can be submitted by contacting the person responsible for register matters. Remember to also be ready to prove your identity when making your request.

**12. Right to demand rectification or erasure of data**

The data subject has the right to demand that incorrect information be corrected by contacting the person responsible for register matters. The data subject also has the right to request the erasure of their data, as is the case with the requests in section 11.