

1. Data Controller

Centria University of Applied Sciences Ltd
Talonpojankatu 2, 67100 Kokkola
Phone (06) 868 0200

2. Contact details of the data controller

Elina Ovaskainen
sähköposti: peppi@centria.fi

3. Contact details of the Data Protection Officer

Centria University of Applied Sciences Ltd, Data Protection Officer, Talonpojankatu 2, 67100 Kokkola,
Phone (06) 868 0200, email: tietosuojavastaava@centria.fi

4. Name of the service

VALO graduation service

5. Purpose of the processing of personal data and legal basis for processing

The legal basis for processing is statutory. The data in the register is used to verify the completion of a degree and, based on this, to prepare the degree certificate.

Only such personal data of users is stored and processed in the VALO service as is necessary for processing the graduation application.

6. Categories of data subjects and personal data processed

Categories of data subjects:

- Students
- Staff (handlers of applications: reviewers, approvers, administrators)

Personal data stored in the register:

Student data

- student number
- last name, first name
- email (address (Centria email))
- phone number
- degree programme
- type of education
- degree title

In addition, personal data provided by the student on the application form:

- email address (other than Centria email)
- phone number
- place of residence
- consent to publish graduation information on the website and in newspapers (yes/no)
- willingness to join the alumni network (yes/no)

Staff data (application handlers)

- last name, first name
- role (reviewer/study advisor, approver/academic advisor)

7. Regular sources of data

The data of individuals using the VALO service (staff and students) is transferred to the VALO service from the Peppi student information system.

In addition, the data in the register is formed from information provided by the student themselves.

8. Recipients of personal data and regular disclosures

Based on the student's consent, data is disclosed from the VALO service to Centria's alumni register.

The disclosure of data requires that the student has expressed their willingness to join the alumni network in their graduation application. The data disclosed includes: first name, last name, phone number, email address, degree, field of study, and year of graduation.

9. Transfer of data outside the EU or EEA

Data in the register is not transferred outside the EU or the European Economic Area.

10. Principles of personal data protection

The VALO service is intended for internal use only at Centria University of Applied Sciences. The VALO service is accessed through a web browser using a personal username and password. The server is located in the data center facilities of Netum Ltd.

Centria University of Applied Sciences purchases maintenance and support services related to the VALO service from the system provider (Netum Ltd.). In order to resolve service requests, the service provider may need to process personal data of customers, employees, and students.

User rights for staff members using the VALO service are defined in the Peppi student information

system (application reviewers, approvers, and administrators). Access rights can be modified when necessary. A user's access rights are automatically removed when their employment ends.

Student access rights are managed in the Peppi student information system, and access to the VALO service is restricted to degree students only.

11. Automated decision-making and profiling

No automated decisions or profiling are carried out.

12. Rights of the data subject

The data subject has the following rights:

- the right to receive information about the processing of personal data
- the right of access
- the right to rectification
- the right to erasure (the right to be forgotten)
- the right to restriction of processing
- the right to object to processing
- the right to data portability
- the right not to be subject to automated decision-making

Data protection rights depend on the legal basis on which your personal data is processed. If the processing of your personal data is necessary or required by law, your personal data cannot be erased. You may withdraw your consent at any time, after which your personal data will no longer be processed unless there is another legal basis for the processing.

You can find more information about your rights here: [Data Protection - Centria](#)

You have the right to obtain a copy of your personal data free of charge. If a person requests multiple copies, the controller may charge a reasonable fee based on administrative costs (Article 15(3) of the EU General Data Protection Regulation).

You have the right to lodge a complaint with the supervisory authority if you believe that your personal data has not been processed appropriately. Contact details can be found on the website of the [Data Protection Ombudsman](#)