



Privacy statement Student counsellors

Making an appointment

The Student counsellors place great value on ensuring the careful handling of your data. This is why we issue this privacy statement.

Your data

We use the information you entered to make an appointment in order to prepare for the meeting and/or to contact you if necessary. After the appointment, we compile a brief summary of the discussion in our system (SIS), outlining the subject of the appointment and including a brief summary of the content of the discussion. In addition, we process anonymised statistics on applicants and the category of questions in order to improve or modify the service we provide.

Retention period

We retain the data about your appointment in our online appointments module (Reflex Online) for a maximum of two years and retain the discussion information in SIS until 15 years after you graduate.

With whom do we share your data?

We do not share your data with other parties. However, staff in the Student counsellors' team can view the agenda and discussion reports in order to enable us to take over if necessary or find out what was discussed if a second appointment is made.

In addition, study advisers and examinations boards can see in SIS that you have had contact with us, but cannot read the content of what was discussed during the contact. We only share the information with parties within the UvA that need to be involved within the context of dealing with a question or request submitted by you or in the event of emergencies.

More information

For more information about exercising your rights, you can email privacy-sts@uva.nl.