

## NOTICE ON PROCESSING AND TRANSFER OF PERSONAL DATA

Pursuant to the Law on the Protection of Personal Data (“KVKK”) No. 6698 published on Official Gazzette and entered into force on 07.04.2016, personal data you share with Altınbaş University (“**Data Holder**”) may be processed within the scope of the belowstated purposes and principles and transferred to third parties by Altınbaş University in compliance with laws and rules set forth in the secondary regulations.

**1. Personal Data Collection Method**: Personal data you provide in Altınbaş University’s website, social media, mobile applications is automatically or non-automatically collected via oral, written or electronic means. Your personal will be collected, updated and processed in the following situations: when you use services provided by our University including trainings, seminars, courses, conferences etc., participate in events and activities held by the University, apply for a job at the University, call University’s call center, visit University campuses, University’s website and social media accounts.

**2. Purpose for which personal data is obtained and processed**: The personal data you provide to Altınbaş University is processed for the following purposes: to promote Altınbaş University and its academic programs, to conduct research and development activities to improve the offered programs, to measure and evaluate student satisfaction, to measure and evaluate the quality of education, to conduct control and data analysis, to design and develop new publicity activities, to conduct research in order to improve our human resources policies, and to fulfil our legal obligations.

**3. Transfer of Personal Data**: In accordance with the abovementioned reasons, purposes, and regulations set forth in law and personal data processing terms and purposes set forth in Article 8 and Article 9 of the KVKK; your personal data, collected by Altınbaş University, may be internally used by Altınbaş University as well as it may be shared with Mehmet Altınbaş Culture and Education Foundation, its executives and members of the board of trustees, University executives and members of the board of trustees, Social Security Institution of Turkey, Higher Education Institution of Turkey and other duly authorized public institutions, other institutions and organizations with whom we cooperate in order to carry out our activities and operations, domestic/foreign entities and corporations that we use their services for data storage such as physical servers and/or cloud servers, domestic/foreign companies offering us services for sending commercial e-mails, contracted banks, internationally certified payment institutions, national/international advertising agencies, survey agencies and/or other national/international business partners, duly authorized public institutions and natural persons at home or abroad

**4.Your Rights as a Data Owner:** By applying to our University, as a data owner, you have the right to:

- a. Query whether your personal data was processed,
- b. Request information if your personal data was processed,
- c. Learn the purpose for which your personal data is obtained and processed, and whether it is being used for pre-specified purposes,
- d. Learn third parties domestic and abroad to whom your personal data was transferred,
- e. Ask for the correction of any wrong or missing personal data,
- f. Request the deletion or destruction of your personal data as per terms set forth in Article 7 of Law,
- g. Request the University to notify third parties of deletion and/destruction done as per paragraphs (e) and (f) above,
- h. Object to any situation against your favor arising from the analysis of your personal data exclusively by automated systems,
- i. Claim compensation in case of any loss due to unauthorised or unlawful processing of your personal data.

You may exercise your above-mentioned rights by sending a written request, signed and dated (along with a copy of your ID and other contact details) to Mahmutbey Dilmenler Caddesi, No:26, 34217 Bağcılar - İSTANBUL (University address) in person, through a notary public or a registered mail with advice of delivery.

Data Holder

Altınbaş University