



Privacy statement compulsory matching

What is compulsory matching?

Leiden University has introduced compulsory matching with the aim of offering prospective students better guidance when choosing their study programme. The University thus takes responsibility for helping prospective students to choose the study programme that is right for them.

Why do we need your personal data?

Before you start a bachelor's programme, it is important that you have the right information. This information should relate not only to the content of the study programme and the type of courses, for instance, but also to whether the study programme is actually the right one for you. Leiden University wants to actively help you, as effectively as possible, to make an appropriate study choice. You are therefore required to participate in the online educational experience for your chosen study programme. This compulsory online matching gives prospective students a better opportunity to make the right choice. In order to offer this opportunity, we make use of your personal data. While we are aware that we are using your personal data, we feel that this use is legitimised by the interests of checking the outcomes of the completed matching modules and improving the quality of these modules, and that this use is in line with the purpose for which we obtained these personal data.

How do we process the personal data?

The data and results are stored in Brightspace. A link is also made to uSis, the University's study progress system, simply indicating the fact that you have completed the module; this enables the study programme to see that you have met the condition of completing a matching activity.

What personal data do we use for compulsory matching?

Data are collected when you apply for the matching activity and engage in correspondence with the study programme about the matching activity. The following data may be collected:

Name, email address, expected year of starting the study programme, study choice information (whether or not you have completed the matching activity). We use your results and answers to check that you have met the condition of completing the study programme's matching activity. The results are also used to improve the quality of the matching modules.

Leiden University needs to process personal data when offering guidance to prospective students. Their personal data are therefore processed on the legal basis that it is "necessary for the performance of a task carried out in the public interest", as defined in the General Data Protection Regulation (GDPR).



Do we share your personal data with third parties?

No, in principle we do not, because in the context of compulsory matching, the personal data remain within Leiden University and they can only be accessed by people who need them in order to process the information as part of the matching procedure (recording whether or not the matching activity has been completed). However, it is possible that external parties (such as our cloud provider and Brightspace) will process personal data for us, also including the individual results of the matching activity, but the work of these parties is restricted to the assignment that we give them.

Reports produced with the intention of improving the quality of the matching procedure will in such cases be anonymised.

For how long will my personal data be stored?

If a prospective student successfully completes the matching activity but decides not to enrol at Leiden University, his/her personal data will be retained for a period of two years; if the prospective student wishes to enrol for the next academic year, he/she will not be required to participate again in the matching procedure for the same study programme. If you have any objection to your personal data being stored in this way, please inform our Data Protection Officer.

For prospective students who decide to enrol at Leiden University after the matching procedure, the Privacy Notice for Students will then become applicable.

Who can answer my questions about privacy in relation to student matching?

Leiden University's Data Protection Officer can be contacted via privacy@bb.leidenuniv.nl and will be able to answer your questions or handle any complaints.

Any complaints?

If you have a complaint about how the University processes your personal data, please contact the Data Protection Officer via privacy@bb.leidenuniv.nl. If you do not agree with the way in which Leiden University handles your complaint, you can then lodge a complaint with the Dutch Data Protection Authority (*Autoriteit persoonsgegevens*) www.autoriteitpersoonsgegevens.nl.