



PRIFYSGOL  
**BANGOR**  
UNIVERSITY

**PRIVACY POLICY**  
(Bangor University  
Website)

<b>Rev</b>	<b>Date</b>	<b>Purpose of Issue/Description of Change</b>	<b>Review Date</b>
1.	9 <sup>th</sup> February, 2009	Initial Issue	
2.	June 2012	Revised and approved by the Legal Compliance Task Group	15 <sup>th</sup> June 2012

<b>Policy Officer</b>	<b>Senior Responsible Officer</b>	<b>Approved By</b>	<b>Date</b>
Gwenan Hine	Registrar	Legal Compliance Task Group	9 <sup>th</sup> February, 2009

# Privacy Policy

Bangor University (the “University”, “us” or “we”) is committed to preserving your privacy.

This Policy sets out how the University uses and protects the information obtained from those visiting and using the University’s website [www.bangor.ac.uk](http://www.bangor.ac.uk) (the “Website”) operated by Bangor University. The University is registered as a data controller under the Data Protection Act 1998 (“the Act”) and is required to comply with its provisions in relation to the collection, storage and use of any personal information. For further information about the University’s obligations under the Act please refer to the Data Protection Policy.

In the event of any inconsistency with any term, condition or statement of this Policy and Bangor University’s Acceptable Use Regulations (“AUR”), then the terms, conditions or statements of this privacy policy (“Policy”) shall prevail.

## A. INFORMATION, COLLECTION & USE

1. Information collected on this Website is owned by Bangor University (including any subsidiary companies). We will not sell, share or rent this information to others in ways different from what is stated in this Policy.
2. Bangor University collects information from our users at several different points on the Website. We only obtain specific data about an individual who completes the ‘contact us’ page or the various ‘registration’ pages on the Website.
3. We use the anonymised analytical data we gather analyse trends, administer the Website, track user movements and gather broad demographic information for aggregate use. IP addresses are generally not linked to personally identifiable information. For example, in relation to Bangor University staff, the IP address is usually fixed to the actual machine used, as opposed to the actual user.
4. There are various registration points throughout the Website for such things as requesting a prospectus, job applications, alumni, publications and open days. You may be asked to provide certain information, including but not limited to name, address, and email address(es). You may request at any time for your personal information to be deleted from our files.

## B. COOKIES

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. **By using our website(s) you are agreeing that we can place cookies on your device.**

Currently our cookies include your language preferences and information on the pages within our website which you visit. However, all usage data is aggregated and does not show the activities of any given individual or computer. We only use cookies to enable us to provide the best online service for you.

Our analytics data includes information about your computer and includes your IP address, browser type, domain name, access times and referring website addresses. This information

is used by the University for the operation of the service, to maintain quality of service and to provide general statistics regarding use of the University websites.

#### **C. SHARING**

1. We use your personal information to provide the services stated on our Website and also for administration/statistical purposes. Other than to agents who act on our behalf, such as recruitment agencies, the information you provide to us via the Website will not be transferred to third parties unless we have your permission to do so.
2. We may be required to share your information as necessary in order to comply with a court order, to co-operate with Government officials or other law enforcement agencies.

#### **D. LINKS**

This Website may contain links to other websites that may be of interest to you. Please note that this Policy refers only to the [www.bangor.ac.uk](http://www.bangor.ac.uk) website, and is not intended to apply to the websites of other companies to which we may provide links. Bangor University is not responsible for the privacy practices of such other sites. You should ensure you check the privacy policies of such other sites if you decide to use them.

#### **E. SECURITY**

The University secures your personal information from unauthorised access, use or disclosure. Personally identifiable information you provide on computer servers is held in a controlled, secure environment, protected from unauthorised access, use or disclosure. When personal information (including any debit or credit card numbers) is transmitted, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

The University also takes appropriate measures to ensure that the information disclosed to it is kept secure, accurate and up to date and kept only for so long as is necessary for the purposes for which it is used.

#### **F. CORRECTIONS/UPDATING PERSONAL INFORMATION**

If any of your personal information changes, or if you no longer desire Bangor University's services or information, Bangor University will correct, update or remove your personal information. This can usually be done by contacting the appropriate University department or service. Alternatively you can contact the Assistant Registrar for further guidance (see Section I below).

#### **G. SUBJECT ACCESS REQUESTS**

To request access to information the University holds about you please contact the Assistant Registrar (see Section I below).

#### **H. NOTIFICATION OF CHANGES TO PRIVACY POLICY**

The University may amend this policy from time to time. If we make any substantial changes we will notify you by posting a prominent notice on the website. Please ensure you read the Policy that is in force at the time of your transaction.

## J. CONTACTS

If you have any queries concerning the information we hold about you or about this privacy policy, or any questions on our use of your information then please contact:-

Assistant Registrar  
Registrar's Office  
Bangor University  
College Road  
Bangor  
Gwynedd LL57 2DG

Tel: (01248) 38 2413

Fax: (01248) 38 3876

E-mail: [gwenan.hine@bangor.ac.uk](mailto:gwenan.hine@bangor.ac.uk)