

**IMPORTANT NOTICE
FOR STUDENTS IN EUROPE**

European General Data Protection Regulation

This notice is intended for students who enroll at Berkeley College (“Berkeley”) and are located in the European Union or otherwise subject to the European General Data Protection Regulation (“GDPR”) which sets forth various rights and responsibilities regarding processing of personal data (“PD”).

1. For purposes of this notice, Berkeley may be contacted as follows: Berkeley College, International Student Department, 3 East 43rd Street, New York, NY, USA 10017 Email: international@berkeleycollege.edu
Telephone: 1-212-687-3730.
2. In order to enroll and participate in a program of study at Berkeley, a student must provide certain PD (“Student PD”) from time to time. Student PD includes financial information, immunization records, course selections, class work and any other information needed to register for classes and continue enrollment. Student PD provided to Berkeley will be used for the purpose of providing educational services including, but not limited to, processing admissions applications, maintaining education records, administering financial aid, complying with federal and state laws and regulations and providing support services to students and alumni. Student PD may also be used for internal testing or training purposes, to help improve the Berkeley website and to communicate with students and alumni for any reason.
3. The recipients of the Student PD provided to Berkeley are Berkeley employees, professionals such as attorneys and accountants, third parties who help improve Berkeley’s website and educational offerings and in some cases law enforcement officials, investigators and other third parties as required by law or as necessary to prevent or address violations of law or Berkeley policies.
4. The Student PD provided to Berkeley will be stored and otherwise processed in the United States.
5. The Student PD provided to Berkeley will be stored for varying periods of time depending on the type of PD. Some PD may be stored permanently.
6. Where applicable, the GDPR provides an individual with the right to (a) request access to and rectification or erasure of PD or restriction of processing concerning the individual, (b) object to processing and (c) data portability. For more information on these rights please see Chapter 3 of the GDPR.
7. The GDPR provides the individual with the right to lodge a complaint with a supervisory authority as defined in the GDPR.
8. Enrolling as a student at Berkeley creates a contractual relationship between the student and Berkeley. If a student does not provide required Student PD then the student may not be enrolled at Berkeley.
9. For more information on Berkeley’s PD policies, please see <http://berkeleycollege.edu/5572.htm>.