

Privacy Policy

UniHelper, CVR 39750007 is the data controller for the information we collect about you, and we ensure that your personal information is processed in accordance with the law.

Contact Information

If you wish to contact us about the processing of your personal data, you can contact us at:

Ugelrisvej 40, 9632 Møldrup

gdpr@unihelper.dk or +45 2367 6985

Processing of Personal Data

Personal data is all information that in some way can be identified to belong to you. If you do not wish us to process your personal data, we cannot uphold or enter into agreements with you.

Customers

To be a customer we need to collect the following personal data about you.

- Your educational institution. Contact information such as name, email address, phone number. Any correspondence you have made with us.

Personal data about customers are used for the following purposes.

- Processing of your purchase and fulfilment of our contract.
- Administration of your relationship with us.

These informations are processed based on the following lawfulness.

- Fulfilment of a contract

The information is collected in the interval that is legally allowed, and we delete the data when it is no longer necessary. In general customer-information will be deleted 6 years after our relationship ends, but the exact period depends on the type of information. Some limited information is never deleted unless you explicitly request it. An exhaustive list of this information is:

- Guest lists of meetings you have intended.

Students

If you are a student and your educational institution uses UniHelper to create groups, your educational institution is the data processor. You must contact them with any questions or requests.

However if you're curious about what data UniHelper saves about you and how long. We collect non-sensitive data that you give to us through our questionnaires, such as name, student id, team number, email etc.

We only use the information to create groups for you, and potentially evaluate how your experience was. We generally keep the data for around 6 years, but the specifics depend on our agreement with your educational institution.

Suppliers and Partners

To be a customer we need to collect the following personal data about you.

- Contact information such as name, email address, phone number.

Personal data about customers are used for the following purposes.

- Processing of purchases and fulfilment of contracts.

- Administration of your relationship with us.

These informations are processed based on the following lawfulness.

- Fulfilment of a contract

The information is collected in the interval that is legally allowed, and we delete the data when it is no longer necessary. In general customer-information will be deleted 6 years after our relationship ends, but the exact period depends on the type of information. Some limited information is never deleted unless you explicitly request it. An exhaustive list of this information is:

- Guest lists of meetings you have intended.

Cookies and website

When you use our website we collect and process personal information about you.

If you explicitly enter the following information it is processed.

- Name, phone number, email and educational institution

The information is used for the following purposes

- Maintenance and optimization of the website content
- Be able to contact you if you fill out your information so we can contact you.

These informations are processed based on the following lawfulness.

- Consent

If you wish for us to delete your information, please reach out to the contact information listed above.

Job Applications

When receiving a job application, the application is routed to the most appropriate leader to answer and judge the content.

These informations are processed based on the following lawfulness.

- Legitimate interest

Applications are saved for 6 years and then deleted. If you wish for us to delete your application quicker than that, please contact us.

Other Information About Processing

Security

We have made appropriate technical and organisational measures against your data by mistake or illegally is deleted, made public, lost or shared with third parties, or otherwise treated unlawfully.

Data-minimization

We only collect the and process the information that is necessary to fulfill our stated purposes.

Data is kept up-to-date

If relevant information about you changes, please contact us and let us know so we can update it. If we are made aware of incorrect information, we will update it ourselves and inform you.

Subprocessing

We use a range of third parties to store and process data. These services only process data based on our instructions and cannot use the data for any other purpose. You can see the list of our data processors [here](#).

Cookies

When you visit our website we do not use cookies for tracking or purposes other than making the website work.

Your Rights

- You have the right to be informed of what data we process about you, where they are from and what we use them for. You have the right to be informed about how long we store your personal data, and who we send it to.
- If you request it, we can inform you about your personal data we process. The access might be restricted with regard to the privacy of other people.
- If you think your personal data we process are wrong or imprecise you have the right to get them corrected. Please contact us and tell us what is wrong or imprecise and how to fix them.
- In some cases we are obliged to delete your personal data. For example if you withdraw your consent. If you think your data is no longer necessary for us to process, you can ask for them to be deleted. You can also contact us if you believe your personal data is being processed unlawfully.
- You can file a complaint with [Datatilsynet](#).
- When you contact us with a request to correct or delete your personal data, we will ensure that the correct conditions are met, and then correct or delete the data as fast as possible.
- You have the right to object about our processing of your personal data. Please contact us above.
- You have the right to make use of your right to data-portability if you want your information moved to another data processor or controller.
- We automatically delete your personal data when they are no longer necessary for what they were collected for.