

CRANIUM Campus

Privacy Policy

Last update: October 19 2018 version 1.01

The controller

The personal data that are processed through this website, are being processed by CRANIUM Campus, a solution by CRANIUM Belgium NV, Excelsiorlaan 43, 1930 Zaventem, company number 645.867.372, as the controller.

Principles for processing personal data

CRANIUM Campus is a solution offered by Cranium Belgium NV, acting as an independent educational institution that provides trainings by recognised experts with years of experience in the field of data protection, privacy and security.

CRANIUM Campus acknowledges the importance of data protection and privacy of personal data of its students and will treat the personal data of those concerned with due care. It explicitly confirms that all personal data will be processed in accordance with the Regulation 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereafter GDPR).

Personal data can be defined as being any information relating to an identified or identifiable natural person ('data subject'). CRANIUM Campus may process the following data (both physically and through this website) which may include personal data of the data subject:

- Personal contact details:
 - Last name
 - First name
 - Title
 - e-Mail
 - If applicable: contact person within the company
 - Telephone number
 - Function
 - Remarks
- Data concerning nutrition with a view to providing meals

- The use of cookies and social media plugins
 - Electronic identifying data
 - IP addresses
 - Activity logs
 - Online identifiers

CRANIUM Campus collects personal data directly from the data subject by the means made available on their websites, which are:

- Contact form
- Registration form
- Subscription to CRANIUM Campus newsletters
- Social media plugins integrated on CRANIUM Campus website

The data subject shall have the right to further complete the personal contact details. CRANIUM Campus will process these personal data of the students taking into account the following purposes:

- Administrative task in relation to the data subject's subscription to one of CRANIUM Campus' trainings
- Invite the data subject to events organized by CRANIUM Campus (for example: an Alumni event)
- Management of the student database
- Update on course material or trainings
- Information regarding CRANIUM Campus' activities
- Direct marketing purposes (such as promotions with regard to the products and services CRANIUM Campus provides to the data subject)
- Operability and security of the website

At all times, the data subject has the possibility to exercise his rights described in the General Data Protection Regulation. The data subject can exercise the following rights:

- **Right to information and access:** the data subject always has the opportunity to request (a copy of) all collected personal data (including processing purposes, categories of personal data, estimated retention period) for inspection.
- **Right to rectification:** the data subject always has the opportunity to have incorrect personal data corrected.

- **Right to erasure (“right to be forgotten”):** If the data subject wishes to have his or her personal data removed, the data subject can always contact CRANIUM Campus at privacy@craniumcampus.eu to request the removal of personal data by a simple free request.
- **Right to object:** if the data subject no longer wishes to be informed about any updates, receive direct marketing, the data subject is entitled to make such request by mailing to privacy@craniumcampus.eu or clicking on the unsubscribe-link available in CRANIUM Campus’ e-mails. Please note that the data subject is not entitled to object to the processing of his/her personal data if such personal data is necessary for the execution of the agreement between CRANIUM Campus and the data subject or the data subject’s company (for example: for invoicing the data subject or the data subject’s company for the ordered trainings...).
- **Right to restriction of processing:** in certain cases, the data subject is entitled to obtain the restriction of the processing of his or her personal data.
- **Right to data portability:** the data subject has the right to receive the personal data concerning him or her, processed by CRANIUM Campus, in a structured, commonly used and machine-readable format and/or to transmit those data to another controller.
- **Right to lodge a complaint:** If, at any time, the data subject is of the opinion that CRANIUM Campus infringes your privacy, the data subject has the right to lodge a complaint with the Belgian supervisory authority:

Belgian Data Protection Authority, Drukpersstraat 35, 1000 Brussels,
Tel +32 (0)2 274 48 00, e-mail: contact@apd-gba.be,
www.dataprotectionauthority.be

CRANIUM Campus takes the appropriate steps to ensure that the personal data collected and/or processed are accurate and, where necessary, kept up to date and that inaccurate personal data are erased or rectified without delay.

CRANIUM Campus will refrain from disclosing personal data of the data subject to third parties as well as publicly disclosing data subjects’ personal data.

Personal data of data subjects will only be communicated to third parties or external parties provided that consent of the data subjects was obtained.

CRANIUM Campus acknowledges that the protection of personal data is an essential part of data protection. Where it is impossible to fully guarantee security, CRANIUM Campus will provide the appropriate technical and organisational measures to protect personal data.

Use of cookies (Cookie policy)

CRANIUM Campus processes through its website only personal data that are being collected automatically by using the website such as IP-address, your type of browser and operating system, the amount of times the data subject visited the website, including the pages visited. These personal data are obtained by using cookies. CRANIUM Campus will only use these data for statistical and performance purposes on a global level.

[Cookie overview](#)

CRANIUM Campus uses only Google Analytics Cookie if you want to.

Contact

When having any questions or concerns regarding this privacy policy, please contact privacy@craniumcampus.eu.

Remember to clearly state (full) name, address and place of residence when submitting a request for access, change or deletion of personal data, and to send a copy of an identification document so that the request of access, change or deletion with certainty relates to the right person.

Before sending a proof of identification, please make sure that the national identification/social security number and other non relevant data are obfuscated.

Changes to our Privacy Policy

We may change this Privacy Policy from time to time. We will be doing this by posting the updated version on the CRANIUM Campus website. When we publish changes to our Policy, we will change the date and version number of the “last update” of our Privacy Policy. Significant changes will be reported on our homepage. Nevertheless, we encourage you to read our Privacy Policy periodically.