



PLURIVERSITY POLICY ON DATA PRIVACY



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PRESENTATION

This policy details the guidelines, rules and details that allow all those who participate in the academic action of the UAR -students, teachers, university management teams- to develop their respective activities in a space of democratic coexistence, inclusive, respectful of privacy and communicative, to constitute a true learning community.

Due to the foregoing, this policy is understood to have been read, understood and accepted by all those who are participants in one or more activities of the UAR, whether they are face-to-face or not.





INSTITUTIONAL OBLIGATIONS AND DUTIES

- 01** The UAR will act diligently to ensure the standard of protection of information and personal data of all its users, implementing the procedures that allow compliance with current Chilean legislation; specifically, article 19 No. 4 of the current Political Constitution of the Republic, as well as the provisions of Law No. 19,628, on the Protection of Private Life.

- 02** The UAR will not share the personal information of its users with third parties outside the institution, except in cases where it is necessary for the proper functioning of its systems or the platforms it offers to its educational community.

- 03** The UAR will inform, as expeditiously as possible, all those who may have been affected by an act of force majeure, fortuitous or beyond the institutional will that involves the privacy of the information of its users. This, without prejudice to applying all the measures that are feasible to minimise the effects of such circumstances of force majeure.

▶ **Collection, storage and use of personal data**

- 04** The UAR collects the information and personal data that are strictly necessary for an adequate development of its activities and delivery of support if necessary. The application and registration data for academic, extension or other activities that are or may be carried out by the Universidad Abierta de Recoleta are confidential and, therefore, except in compliance with a court order, will not be disclosed to external persons and/or institutions. to the UAR.

- 05** Through the use of cookies, own and third-party tools, the UAR, in all its web portals, collects anonymous browsing data and uses this information only for statistical purposes, to improve said platforms, as well as for security considerations that are estimated necessary for those platforms and computational systems.

- 06** In the event that a student, teacher or any user decides to voluntarily share their personal data within the framework of any institutional activity, the UAR will not be responsible for the use that third parties may give to the shared data. Solo los datos personales que el usuario/a ha compartido con la Universidad Abierta de Recoleta serán incluidos en los certificados de aprobación, constancias de honor o similares emitidos por la UAR.

- 07 Only the personal data that the user has shared with the Universidad Abierta de Recoleta will be included in the approval certificates, certificates of honor or similar issued by the UAR.
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- 08 The UAR declares the use of platforms outside the university, which also collect personal data according to their own privacy policies. The external platforms that work with the University have their own legal framework for which the University is not responsible.

▶ **Rights and duties of the holders of personal data**

- 09 The person (teacher, student, participant in UAR activity) is solely responsible for safeguarding the secrecy of their passwords on any platform inside and outside the institution, which are totally personal and non-transferable. You are also responsible for verifying that the personal information provided to the university has been correctly entered.
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- 10 The UAR respects the right that the owners have over their personal data. Therefore, in accordance with Law No. 19,628, on the protection of private life, the owner of the data and personal information may:
 - i) request information about your personal data,
 - ii) require the modification of your personal data if they are not correctly registered or it is necessary to update them, and/or
 - iii) request the deletion of personal data whenever you wish.

- 11** In the event that a student decides to delete their personal data from the institutional database and this is done, the UAR will be totally unable to issue any type of certification. Nor will it be possible to use the available verification mechanisms for certificates issued by the university. This does not include third-party platforms made available by the university.

POLICY UPDATE

- 12** The Universidad Abierta de Recoleta reserves the right to modify this policy at any time for clarification and/or updating. Once these possible changes have been approved, they will be promptly informed on the institutional website.

RECOLETA, CHILE, December 2021

Pluriversity UAR

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