

UNIVERSITY OF HUDDERSFIELD

DATA PROTECTION LEGISLATION – RIGHT TO OBJECT FORM

You may express your objection to the University of Huddersfield processing your personal data in certain circumstances. You have the right to object to:

- Direct marketing where the processing of your data is based on your consent;
- Your data being processed for the performance of a public task;
- Your data being processed on the basis of legitimate interests

We ask that you review the University's Retention Schedule and the Privacy Notice which applies to you, before the submission of your request.

It is not guaranteed that we can comply with your request. Your request will be reviewed carefully on receipt for this to be determined.

If you wish to object, please complete the below form and email it to data.protection@hud.ac.uk.

Upon receipt of your objection submission, the University will:

- Consider the reasons why you have submitted your request;
- Consider these against the reasons why we are processing your personal data;
- Determine whether the University may require your personal data in the future for any legal obligations, or whether there are reasons of vital interest or contractual reasons why your data is being processed;
- Once all the information required to process your request has been received, provide a response to your request within one month

The University may also:

- Ask you for further information in order to validate or clarify your request where necessary

If an objection submission is considered by the University to be manifestly unfounded or excessive, the University of Huddersfield reserve the right to apply a reasonable fee, or refuse to comply with the request in its entirety.

If you have any queries in regards to completing this form, please contact the University Data Protection Officer by emailing data.protection@hud.ac.uk.

Further information about Data Protection Legislation is available from The Information Commissioner's Office (ICO) at www.ico.org.uk.

Please complete in **BLOCK CAPITALS**

DATA SUBJECT DETAILS

Surname:	Forename/s:
Address:	
Previous name/s the University may hold:	
Telephone number:	
Email address:	

TO BE COMPLETED BY **STUDENTS** (CURRENT OR FORMER)

ID number:	
Name of course:	
Date started:	Date left:
Additional comments:	

TO BE COMPLETED BY **STAFF** (CURRENT OR FORMER)

Job title/s:	
Date started:	Date left:
Additional comments:	

DETAILS OF PERSONAL DATA

Please enter details of the personal data you object to us processing:
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Please provide details of where you think this data is held in the University:

REASON FOR REQUEST

Please tick below to indicate the reason/s why you are objecting to your personal data being processed.

I withdraw my consent for use of my personal data for direct marketing purposes	
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I object to my data being processed for the performance of a public task	
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Please provide the reason/s why you believe you object to your data being processed for this reason:

I object to my data being processed for the reasons of legitimate interests	
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Please provide the reason/s why you believe you object to your data being processed for this reason:

PLEASE PROVIDE WITH THIS FORM:

PROOF OF IDENTITY (e.g. a copy of your passport or driving licence)

DECLARATION

I confirm that I have read and understand the terms of this objection submission, and I am making this request in the belief that I have a legitimate reason to do so.

I understand that the University of Huddersfield reserve the right to ask me for further information to validate or clarify my request, apply a reasonable fee, or refuse my request in its entirety.

Signed

Date