

Privacy statement for UAL's Professional Mentoring programme

Your privacy

We are committed to being a diverse University and we support equal-opportunities and respect for all our community.

Purpose of data collection for Professional Mentoring programme

In order to coordinate a pool of Professional Mentors and students (mentees), UAL uses an online mentoring system called [SUMAC](#). After acceptance into the Professional Mentoring programme, you are asked to register your personal profile on SUMAC, so that you can be matched with a mentoring partner.

UAL will use the data you provide in your SUMAC profile in the following ways:

- to process and administrate the Professional Mentoring programme, and provide you with a mentoring partner
- your name, gender and email address will be shared with the mentoring partner/s that we match you with
- a Mentor's biography is shared with a student whenever they are offered a potential match

Legal basis of data collection

9 (2) 9a – You give us explicit consent to collect your data

Automated decision making

There are no automated decision-making processes in the matching of mentors and mentees. The SUMAC system suggests matches, but the actual matching is done by the Professional Mentoring Coordinator.

Profiling

Data will be collected on each applicant regarding their gender. This data is collected to share with your potential mentoring partner. Anyone taking part in the programme may express a preference for a mentoring partner of a particular gender, and we will bear this in mind when matching.

Storage of data

The data you provide will be stored on an online mentoring system called [SUMAC](#). SUMAC generates data reports, which are downloaded and stored to UAL's secure server.

Retention

For students: all identifying data will be deleted 3 years after graduation. We will delete all your data whenever you request this.

For Professional Mentors: your data will be kept on SUMAC for as long as you wish to be within the scheme (including if you have asked to be withdrawn temporarily). A mentor may request the deletion of their profile at any point (with the exception of cases where there is an ongoing complaint by a UAL staff member or student).

Sharing with other organisations

The data you share on SUMAC, will not be shared with any other external organisations. Your data will not be stored or transferred outside of the European Economic Area (EEA).

NOTE: your name, gender and email address will be shared with the mentoring partner/s that we match you with. A Mentor's biography is shared with a student whenever a potential match is offered.

See also: [SUMAC's privacy policy](#) and [UAL's privacy policy](#).