



**NEW
COLLEGE
LANARKSHIRE**

Privacy Notice

Marketing Subscribers

This notice covers the processing of personal data when you subscribe or consent to receive marketing information from New College Lanarkshire.

The data controller is New College Lanarkshire (NCL). Our registered office is 1 Enterprise Way, Motherwell ML1 2TX.

If you have any concerns or queries about how we use your personal data you can contact our Data Protection Officer at data.protection@nclan.ac.uk

How we use your personal data

We will use your personal data for the following purposes:

- To send you marketing emails
- To manage your preferences
- To analyse success of email campaigns via email opening and click statistics.

Personal data processed

- Email address

Our lawful basis for using this information is **consent**.

Sharing your personal data

We do not share your personal data with any other party.

Retention

We will retain your personal data for the academic year that you subscribed. At the end of the year, you will be asked if you would like to continue to hear from NCL about new courses and offered to unsubscribe if you no longer wish to hear from us.

Your rights

You have rights in relation to the personal data we use. You can access information on these rights and how to use them on the [Data Protection](#) section of our website.

You have the right to withdraw consent or unsubscribe at any time. You can do this by clicking the unsubscribe link in any email you received or by contacting marketing@nclan.ac.uk

Data protection complaints

If you feel your data protection rights have been infringed you have the right to complain to us about this. To make a data protection complaint to us please email your complaint to data.protection@nclan.ac.uk