

Short form privacy notice for the consultation on reforms to OfS registration requirements

Here is a short summary of how the personal information you submit will be held and used:

- The personal data being collected is:
 - Full name
 - Email address
 - Whether you are responding as an individual or an organisation
 - The name of your organisation (where you are responding on behalf of an organisation)
 - Your role (from a list provided to select from)
 - Any personal data included in your consultation response itself (though we ask you not to include any information which may identify individuals as part of your consultation response).
- Your personal information will be used to:
 - Better understand what different types of respondents think about the new conditions of registration
 - Follow up with you if we have any queries about your submission
 - Produce a report on the consultation which the OfS will publish on its website.
- Please note that the report may include a list of the providers and organisations that respond to the consultation, but this will not include personal data such as names, email addresses or other contact details. Neither you nor the organisation will be identifiable in our consultation response.
- The legal basis for processing your personal information is that it is necessary for the performance of a task carried out in the public interest or exercise of official authority vested in the data controller (UK GDPR Article 6(1)(e) – public task). Collecting this data is necessary to support the performance of our statutory functions as set out in the Higher Education and Research Act (HERA) 2017; namely to set conditions of registration and an application process for higher education providers to become registered with the OfS.
- Your personal information will be stored securely within the UK and will not be transferred outside that territory unless required by a court order.

- The responses to this survey are collected via SmartSurvey. Read [the SmartSurvey privacy notice](#) for further information on how and why your personal data is processed by SmartSurvey.
- Your personal data will also be shared with Pye Tait Consulting who carry out analysis of your responses on behalf of the OfS. Please note, we will not share your name or email address with Pye Tait Consulting. Read [the Pye Tait Consulting privacy notice](#) for further information on how and why Pye Tait Consulting process your personal data.
- Personal data will be retained for 12 months after the end of the consultation then securely disposed of.
- You have certain rights in relation to your personal information, which are [set out at the Information Commissioner Office website](#).
- The Data Controller of the personal information you submit will be Office for Students. Our location and contact details are:

The Office for Students
Westward House
Lime Kiln Close
Stoke Gifford
Bristol
BS34 8SR

- You may contact our Data Protection Officer (dp@officeforstudents.org.uk) with any queries or concerns you have about the use of your personal information.

You may also wish to read the '[OfS consultation and survey respondents](#)' section of the OfS general privacy notice, available on our website.