

Privacy Statement

Information about you: how we use it and with whom we share it

How do we use it?

The information you provide will be used by the University to:

- enable us to provide you with an immigration advice service;
- (if requested) enable us to provide advice to you on behalf of your dependants;
- administer an online appointment booking system;
- communicate with you throughout the process;
- check the status of your visa application with the home office.

The University uses an external company to provide an online appointment booking service and immigration legal advice system.

We are using information about you because it is necessary for the performance of your contract with us.

With whom do we share it?

With your permission, information about you may be shared with UK Visas and Immigration (UKVI) for the purpose of:

- contacting the UKVI on your behalf
- asking the UKVI a question relating to their application.

We will hold the personal data you provided us for 7 years.

Questions of further details?

If you have any questions, please contact Sarah Hoey, staffvisahelp@ed.ac.uk

The University central privacy statement can be found at:

edin.ac/privacy