

Information on the processing of personal data in the research project entitled Ready for Working Life (READY)

The research project entitled Ready for Working Life involves processing of personal data. The purpose of this data protection notice is to provide information on the personal data to be processed, from where they are obtained and how they are used. Detailed information on the rights of data subjects will be provided at the end of this notice.

Your participation in the research project and provision of personal data are voluntary. If you do not wish to participate in the project or you wish to withdraw from it, you can do so without negative consequences.

1. Data Controller

University of Helsinki
Address: PO Box (Fabianinkatu 33), 00014 University of Helsinki, Finland

University of Eastern Finland
Itä-Suomen yliopisto
PO Box 111, Yliopistokatu 2, 80100 Joensuu, Finland

2. Contact person and principal investigator

Contact person in matters concerning the research project:

Name: Tarja Tuononen
Faculty/department/unit: Faculty of Educational Sciences, Centre for University Teaching and Learning (HYPE)
Address: Siltavuorenpenger 5 A
Phone: 0503175464
Email: tarja.tuononen@helsinki.fi

Principal investigator at the University of Helsinki: Tarja Tuononen
Principal Investigator at the University of Eastern Finland:
Name: Heidi Hyytinen
Address: Yliopistokatu 2, 80100 Joensuu
Phone: 0504627870
Email: heidi.hyytinen@uef.fi

3. Contact details of the data protection officer

You can contact the University of Helsinki data protection officer via email at tietosuoja@helsinki.fi.

4. Description of the research project and the purpose of processing personal data

The Ready for Working Life project investigates graduates' employability, employment during studies and the transition to working life. In addition, the relationship between socio-economic status, employability and work experience is explored. Follow-up data are collected from the graduates two years after graduation and the relation between employability and socio-economic status to success in working life. The study also compares the employability and transition to working life of graduates from two different regions (Helsinki and Eastern Finland). The project also examines the employability and work experience of domestic and international students and their connection to socio-economic status. The data is pseudoanonymised during the analysis phase. The study uses a code number that can be used to identify information about an individual participant. The code number is known only to principal investigators. The data is not shared with those outside the research group. The research is carried out at the University of Helsinki Centre for University Pedagogy (HYPE) and the Department of Education and Psychology at the University of Eastern Finland.

5. Personal data included in the research data

The research data includes survey and interview responses from students and graduates. The person's identification information is asked for name, date of birth, gender, native language, faculty, degree programme, and educational background of the parents. Name and contact information are collected only for those who want to participate in the interview and/or follow-up study. During the analysis phase, participants are assigned a code number and direct personal information is deleted. A student number is collected from students for the purpose of combining register data (study success and number of study credits). The questionnaire asks separately for permission to combine survey answers to register data.

6. Sources of personal data

The information is obtained through a questionnaire from the participants in the study.

7. Sensitive personal data

No special categories of personal data (i.e., sensitive data), as defined in Article 9 of the GDPR, will be processed in this research.

Personal data concerning criminal convictions or offences will be processed in the research

project.

The processing of data concerning criminal convictions or offences is based on Section 7, Subsection 1, Paragraph 2 of the Finnish Data Protection Act (the processing of personal data concerning criminal convictions or offences or related security measures is allowed for scientific research purposes).

8. Lawful basis for processing personal data

Personal data are processed on the following basis (Article 6(1) of the GDPR):

- Task carried out in the public interest:
 - Scientific or historical research purposes or statistical purposes
 - Archiving of research material and cultural heritage material
- Consent by the research subject
- Compliance with a legal obligation to which the controller is subject
- Legitimate interests pursued by the controller or by a third party

Specify the legitimate interest:

If the processing of personal data is based on the research subject's consent, he or she can withdraw that consent at any time. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.

9. Recipients of data

The recipients of the data are the University of Helsinki and the University of Eastern Finland, where the research is implemented. The principal investigators at both universities are responsible for collecting and storing the material. The material is only given to members of the research group, e.g. doctoral researchers and master's students who write their thesis. The material to be disclosed is pseudoanonymised by code numbering and the codes are known only to principal investigators.

10. Transfer of data to countries outside the European Economic Area

Data will not be transferred to countries outside the European Economic Area, they are processed only within the EEA.

11. Automated decision-making

The research project involves no automated decision-making that has a significant effect on data subjects.

12. Protection of personal data

Personal data included in the research dataset will be processed and kept protected so that only those who need the data can access them.

The data processed in data systems will be protected using the following:

- Username and password
- Registration/log of use
- Access control
- Encryption
- Two-factor identification
- Other, please specify:

Processing direct identifiers:

- The controller collects the personal data without direct identifiers.
- Direct identifiers will be removed during the analysis stage and kept separate from the analysed research data.
- The data will be analysed using direct identifiers, because (give grounds for preserving the direct identifiers):

13. Duration of the processing of personal data in this research project:

Personal data will be processed as long as it is necessary for the conduct of the research. After that, the data are anonymized.

14. Processing of personal data when the research project ends

- The research data will be deleted
- The research data will be kept for the purposes of validating or replicating the results of this research project:
 - without identifiers identifiers included
- The research data will be kept for later, compatible scientific research in accordance with the requirements of the GDPR:
 - without identifiers identifiers included

Where and for how long will the data be stored: The research data will be stored in the Centre for University Pedagogy at the University of Helsinki and in the Department of Education and Psychology at the University of Eastern Finland until 2034.

15. Rights of data subjects and derogations from those rights

The contact person in matters related to research subjects' rights is the contact person stated in section 1 of this notice.

Rights of data subjects

Under the General Data Protection Regulation, data subjects have the following rights:

- Right of access to their own data
- Right to rectification of their data

- Right to the erasure of their data and to be forgotten
- Right to the restriction of processing of their data
- Right to data portability from one controller to another
- Right to object to the processing of their data
- Right not to be subject to automated decision-making

However, data subjects cannot exercise all their rights in all circumstances. The circumstances are affected by, for example, the legal basis for processing personal data.

Further information on the rights of data subjects in various circumstances can be found on the website of the Data Protection Ombudsman: <https://tietosuoja.fi/en/what-rights-do-data-subjects-have-in-different-situations>.

Derogations from rights

The General Data Protection Regulation and the Finnish Data Protection Act enable derogations from certain rights of data subjects if personal data are processed for the purposes of scientific research and the rights are likely to render impossible or seriously impair the achievement of the research purposes.

The need for derogations from the rights of data subjects will always be assessed on a case-by-case basis.

Right to appeal

If you consider that the processing of your personal data has been carried out in breach of data protection laws, you have the right to appeal to the Office of the Data Protection Ombudsman.

Contact details:

Office of the Data Protection Ombudsman
Street address: Ratapihantie 9, 6th floor, 00520 Helsinki
Postal address: PO Box 800, 00521 Helsinki
Phone (switchboard): 029 56 66700
Fax: 029 56 66735
Email: tietosuoja(at)om.fi