

Privacy Statement *CopyrightCheck*

This statement explains how your personal data is used when you use the CopyrightCheck. This statement supplements the general privacy statement of Rotterdam University of Applied Sciences. Please read the general privacy statement here: [Legal: Privacy – Rotterdam University of Applied Sciences](#).

What is the CopyrightCheck tool used for?

CopyrightCheck analyses teaching materials offered to students in the digital learning environment (LMS/Brightspace). Materials are automatically classified as copyright-protected, open access or as one's own work. CopyrightCheck provides insight into the use of:

- short, medium and long excerpts;
- open access material;
- one's own work;
- unlicensed excerpts.

At Rotterdam University of Applied Sciences, the Copyright Information Point makes proposals for the use of alternative excerpts, licensed- or open access materials. Open access teaching materials are available without cost restrictions and with the author's permission.

To whom does this Privacy Statement apply?

This *Privacy Statement* applies to all employees who upload teaching materials to Brightspace.

What personal data does the CopyrightCheck use?

Rotterdam University of Applied Sciences collects the following personal data for the use of CopyrightCheck:

- name (first name, surname, prefix)
- school email address.

Does Rotterdam University of Applied Sciences request special personal data from you?

Rotterdam University of Applied Sciences does not request or process any special personal data.

What is the basis for processing your personal data?

Rotterdam University of Applied Sciences is legally obliged to pay for copyright-protected material. In order to comply with this obligation, the *Easy Access* agreement has been concluded with *Stichting UVO*, responsible for organising reproduction rights.

How long does Rotterdam University of Applied Sciences retain your personal data?

Rotterdam University of Applied Sciences will retain your personal data for up to six months after the agreement with CopyrightCheck expires, or until RUAS instructs that the data be deleted, either on an individual basis or otherwise.

Who can view my personal data?

The reports produced by the CopyrightCheck are only available to a few employees of Knowledge & Information, and your own administration office. The CopyrightCheck does not share personal data with other organisations.

What rights can you exercise?

All your rights regarding the use of your personal data can be found in [the Concern Staff-Legal Affairs-Regulations on the exercise of personal data rights \(Version 2\)](#).

Under the GDPR, you have the right to access your personal data, correct it if it is inaccurate, erase it, and restrict its processing. If you wish to exercise these rights, please notify the RUAS Data Protection Officer at functionarisgegevensbescherming@hr.nl. You may be asked to provide certain information to verify your identity when you exercise your rights. This allows us to ensure that the correct person is requesting the correct information. If you disagree with the way in which we process your personal data, you have the right to lodge a complaint with the Dutch supervisory authority, the Dutch Data Protection Authority.

Would you like to report a data breach?

To report a data breach, please contact the Data Breach Response Team at: datalek@hr.nl.

Contact

If you have any questions, please contact us at privacy@hr.nl. If you wish to exercise any of the rights set out in this statement or have any complaints, please contact us at: privacy@hr.nl.

All privacy statements of Rotterdam University of Applied Sciences are reviewed periodically. This *CopyrightCheck* Privacy Statement was drawn up on 15 July 2025.