

Aalto Language Environment Survey Privacy Notice

This privacy notice explains how, as a research participant, your personal data will be used.

1. Aim of the study and the purpose of using personal data

This survey aims to identify the experiences, attitudes, needs and hopes of Aalto University students and staff regarding the use of English, Finnish and Swedish at Aalto. The study focuses particularly on multilingual activities at Aalto (Finnish, Swedish and English as languages for work, study, and everyday communication) and the significance of language proficiency for integration and well-being. The survey will be conducted through an online questionnaire. The data collected through the survey will be used primarily to develop the university's operations. The survey data may also be used for academic research purposes.

The survey is conducted by Aalto University's Kielibuusti project and funded by Aalto University.

2. How personal data is processed in the study

Personal data will be collected from a voluntary online questionnaire completed by the research participants.

The study will collect the following indirect identification data from respondents to the online survey, of which those marked with an asterisk (*) are mandatory:

- Degree level (bachelor's/master's/exchange/doctoral)*
- Information on whether the respondent is a member of the teaching and research staff or service personnel*
- School where the respondent studies or works*
- Native language (Finnish/Swedish/other)*
- Information on the amount of Finnish or Swedish the respondent has studied at Aalto University*

After completing the survey, respondents can participate in a raffle for restaurant vouchers. The draw is separate from the survey, and the contact information provided for the draw (name and email address) cannot be linked to responses to the survey.

Special, i.e. sensitive, personal information

The study **will not process** information concerning special personal data categories or other data requiring special protection.

Personal data will be collected from the following sources:

From the research participant through the questionnaire.

3. The need to process personal data and the removal of identifiers

The study will only use data necessary to conduct the research and fulfil its aims.

During the analysis phase, the data will be processed in such a form that your identity will not be directly recognisable to the researchers without additional information. The study does not collect any personally identifiable information. Moreover, your identity will not be recognisable in any academic articles based on the study or in other published findings. If your open-ended responses contain information that falls under special categories of personal data, the data in question will be removed and will not be used in the research.

Legal basis for processing personal data

The legal basis for processing personal data is the development of the university's operations and scientific research in the public interest

5. Dissemination of personal information

The data collected can be used for academic research on a topic related to the survey, such as language learning and use, educational planning, administrative development or organisational communication. As part of potential future research, the research data can be shared with other Finnish universities or research institutes if deemed necessary for conducting that research.

6. Sharing data across national boundaries

Study data containing personal information will not be disseminated outside the European Union or European Economic Area, nor will it be shared with international organisations.

Nevertheless, if, as part of possible further research, it is necessary to transfer personal information outside the European Union or European Economic Area (for example, as part of the publisher's review process), this will be performed in accordance with the requirements of the General Data Protection Regulation.

7. Storage and protection of personal data

Data processed in IT systems: Your personal data will be processed and stored in Aalto-approved, data-secure systems. Analysis of the research data may include the use of Aalto University's data-secure AI tools (such as Aalto AI Assistant). The computers and IT systems used in the study are protected by usernames and strong passwords. Access to research data containing personal information is restricted such that only the study researchers and other individuals essential to the study can access your personal information.

8. Storage and removal of personal data

Location and duration of data archiving: The research data will be archived in Aalto University IT systems. The data will be removed five years after its last use for research purposes. Only members of the research team can access the archive.

Removal during and after the study: Prize-draw forms containing names and contact information will be destroyed once the questionnaire is closed and before the survey data are analysed.

9. Rights of the research participants

According to the General Data Protection Regulation (GDPR), individuals have the right:

- to receive information on the processing of their personal information
- to check information relating to them
- to request limitations to the processing of their data
- to oppose the processing of their data
- to the removal of their data if the conditions stipulated in Article 17(1) of the GDPR are met and data use is no longer necessary for archiving purposes in the public interest or for scientific research or statistical purposes in accordance with Article 89(1) if the removal of data will probably prevent or severely hamper its processing.

If the research does not require or no longer requires that the data subject be identified, the data controller is not obliged to obtain additional information to identify the data or data subject solely to allow them to exercise their rights. If the controller does not recognise the data that can be linked to a specific data subject, the data subject does not have the right to access or rectify the data, oppose the use of the data or demand that the data be removed. If the data subject nevertheless provides additional information by which they can be identified in the research material, these rights are not restricted.

10. Data controller's contact information

The data controller for this research is the Aalto University Foundation.

The Study's Lead Researcher

Questions related to conducting the study can be directed to the lead researcher: Sanni Heinzmann, sanni.heinzmann@aalto.fi, tel. 050 5751176

Data protection officer

Regarding questions or requests related to data protection or the processing of personal information, research participants should contact Aalto University's data protection officer: tel. 09 47001 (exchange), tietosuojaavastaava@aalto.fi.

You can use this data-request service to request the fulfilment of your rights pursuant to the GDPR from Aalto University as the data controller <https://datarequest.aalto.fi/en-US/>.

If the research participant feels that their personal information has been processed in breach of the GDPR, they are entitled to complain to the supervisory authorities, to the data protection ombudsman (for more information: [Home | Data Protection Ombudsman's Office](#))