Privacy Policy

This Privacy Policy outlines how the Anna University App (the "App"), developed for Anna University (official website: https://www.annauniv.edu/), handles the collection, use, and disclosure of information from its student and staff users. We are committed to protecting your privacy and ensuring transparency in our handling of your personal information.

1. Overview of Anna University

Anna University is a premier institution of higher education in Tamil Nadu, India, dedicated to engineering, technology, and applied sciences. The App is designed to enhance the academic and administrative experience for its students and staff by providing convenient access to university services and information.

2. Information We Collect

We collect various types of information to provide and improve our services.

2.1. Information Provided by the University and You

Much of the personal information about students and staff is initially collected by Anna University during the admission, or hiring process. The App primarily **accesses and utilizes** this pre-existing information from the university's official systems to provide its functionalities. In some instances, you may also directly provide information to the App.

- **For Students (Information accessed from University Records & Provided Directly):**

  - **Personal Identifiers:** Name, University Roll Number/Registration ID, Date of Birth.

  - **Contact Information:** Email address, Mobile number.

  - **Academic Information:** Program of study, Department, Course registrations, Grades, Attendance records, Examination details.

  - **Authentication Data:** User ID and passwords.

  - **Directly Provided:** Any information you voluntarily provide when interacting with app features such as feedback forms, support requests, or specific service applications.

- **For Staff (Information accessed from University Records & Provided Directly):**

  - **Personal Identifiers:** Name, Employee ID, Department/Faculty.

  - **Contact Information:** Official email address, Mobile number.

  - **Employment Information:** Designation, Employment history within the university.

  - **Authentication Data:** Usernames and passwords (or authentication tokens provided by the university's central authentication system).

  - **Directly Provided:** Any information you voluntarily provide when interacting with app features such as feedback forms, support requests, or specific service applications.

2.2. Information Collected Automatically

When you access and use the App, we may automatically collect certain information about your device and usage patterns:

- **Device Information:** Device type, operating system, unique device identifiers, mobile network information.

- **Log Data:** IP address, access times, app features or pages viewed, crashes, and other system activity.

- **Usage Data:** Information about how you interact with the App, such as the features you use, the frequency of your activities, and the duration of your sessions. This may include data collected through cookies or similar tracking technologies.

2.3. Information from University Systems

The App integrates with existing Anna University systems to retrieve and display relevant data necessary for its functionality. This data is accessed securely and is subject to the university's existing data governance policies.

3. How We Use Your Information

We use the collected information for the following purposes, based on legal grounds such as necessity for providing services, compliance with legal obligations, and the legitimate interests of the university:

- **To Provide and Maintain the App:** To deliver the core functionalities of the App, including access to academic records, timetables, notifications, administrative services, and communication tools for students and staff.

- **Authentication and Authorization:** To verify your identity and grant you access to appropriate sections and services based on your role (student or staff).

- **Communication:** To send you important university announcements, academic updates, administrative notifications, and responses to your inquiries.

- **Personalization:** To tailor your experience within the App, such as displaying relevant courses, departmental news, or personalized schedules.

- **Improvement of Services:** To understand how users interact with the App, identify areas for improvement, troubleshoot issues, and develop new features.

- **Security and Fraud Prevention:** To protect the integrity and security of the App and university data, and to detect and prevent unauthorized access or fraudulent activities.

- **Compliance with Legal Obligations:** To comply with applicable laws, regulations, and university policies.

4. How We Share Your Information

We do not sell, rent, or trade your personal information to third parties. We may share your information in the following circumstances:

- **With Anna University Departments:** Your information may be shared with relevant Anna University departments and authorized personnel who require access to perform their official duties.

- **For Legal Reasons:** We may disclose your information if required to do so by law or in response to valid requests by public authorities.

- **In Case of University Restructuring:** In the event of a merger, acquisition, or asset sale involving Anna University, your personal information may be transferred as part of the university's assets, subject to the same privacy commitments.

5. Data Security

We implement reasonable technical and organizational measures to protect your personal information from unauthorized access, alteration, disclosure, or destruction. These measures include:

- **Encryption:** Data transmission within the App and to university systems is encrypted where appropriate.

- **Access Controls:** Access to personal information is restricted to authorized personnel on a need-to-know basis.

- **Regular Security Audits:** We conduct regular security assessments and updates to our systems.

6. Data Retention

We retain your personal information for as long as necessary to fulfill the purposes outlined in this Privacy Policy, or as required by Anna University's data retention policies and applicable laws. Once your information is no longer needed, it will be securely anonymized.

7. Your Rights

As a user of the App, you may have certain rights regarding your personal information, subject to applicable laws and university policies:

- **Access:** You have the right to request access to the personal information we hold about you.

- **Correction:** You have the right to request correction of any inaccurate or incomplete personal information.

- **Deletion:** You may have the right to request the deletion of your personal information under certain circumstances.

- **Objection/Restriction:** You may have the right to object to or request restriction of processing of your personal information.

To exercise any of these rights, please contact the designated authority at Anna University as outlined in the "Contact Us" section. We will respond to your request within a reasonable timeframe, typically within [e.g., 30 days], in accordance with applicable laws.

8. Third-Party Links and Payment Processing

The App may contain links to external websites or services that are not operated by Anna University. This includes, but is not limited to, the **Razorpay** payment gateway for processing financial

transactions. We have no control over and assume no responsibility for the content, privacy policies, or practices of any third-party sites or services. When you use a third-party payment gateway like Razorpay, your payment information (such as credit card details) is collected and processed directly by them, and their privacy policy will govern the collection and use of that information. We encourage you to review the privacy policies of any third-party websites or services you visit or use.

9. Children's Privacy

The App is intended for use by students and staff of Anna University. We do not knowingly collect personal information from individuals under the age of 18 without appropriate parental or guardian consent, as required by applicable law. If you believe we have inadvertently collected such information, please contact us, and we will take steps to remove it.

10. Changes to This Privacy Policy

We may update our Privacy Policy from time to time to reflect changes in our practices or for other operational, legal, or regulatory reasons. We will notify you of any changes by posting the new Privacy Policy within the App or on the official Anna University website. You are advised to review this Privacy Policy periodically for any changes. Your continued use of the App after any modifications signifies your acceptance of the updated policy.

11. Contact Us

If you have any questions or concerns about this Privacy Policy or our data practices,

please contact:

https://www.annauniv.edu/contactus.php

Anna University,

Chennai - 600 025.