

## **STUDENT ADMISSION**

### **CLARIFICATION TEXT**

\* This is an English translation. In case of any difference in meaning between the original Turkish text and the English translation, the Turkish text shall apply.

#### **A) DATA CONTROLLER**

This Clarification Text applies to the methods of collection of your data by NUN FOUNDATION FOR EDUCATION AND CULTURE COMMERCIAL ENTERPRISE OF NUN PRIVATE SCHOOLS RSY CONSTRUCTION AND INDUSTRIAL EQUIPMENT INC. [(TR) NUN EĞİTİM VE KÜLTÜR VAKFI ÖZEL NUN OKULLARI İKTİSADİ İŞLETMESİ, RSY İnşaat Sanayi Ve Ticaret A.Ş. Beykoz Şubesi] (“NUN SCHOOLS” or “NUN”) which is the data controller in accordance with the Personal Data Protection Law No. 6698 (“KVKK”), regarding the use of personal data obtained from relevant persons and/or third parties during the student admission process. This document has been prepared to provide clear and transparent information on how personal data is processed and transferred, the purposes and legal reasons for processing personal data, and your rights as a data subject.

NUN SCHOOLS may modify this Clarification Text at any time. You can access the latest version of this Clarification Text on NUN SCHOOLS' website anytime. The updates and changes made by NUN SCHOOLS will be effective from the date of publication.

The personal data you provide in accordance with the KVKK will be collected and processed by the NUN SCHOOLS designated as the Data Communication Officer within the scope specified below.

#### **A) THE PURPOSE OF PROCESSING DATA**

Your personal data is subjected to the general principles set out in KVKK and processed and kept in accordance with the general terms set by Article 4 to be processed with honesty, accuracy, and actuality when necessary for specific, explicit, and legitimate purposes related and limited to the purpose for which they are processed, and are kept for the period stipulated in the relevant legislation or necessary for the purpose for which they are processed.

NUN SCHOOLS process the personal data subject to this Clarification Text for the purposes of managing information security processes, conducting student education, fulfilling legal obligations, conducting educational activities, complying with laws and regulations of the educational activities, providing information to authorized persons, institutions and organizations, and conducting management activities.

The personal data obtained from third parties by NUN SCHOOLS are categorized below.

<b>Personal Data Categories</b>	<b>The Personal Data We Collect</b>
Identity	First name-last name, Turkish ID number, parents' name, place of birth, date of birth
Contact	E-mail address, phone numbers, residence address.
Educational Information	Information about the school he graduated from
Visual and Audio Data	Passport Photos

**B) TO WHOM AND FOR WHAT PURPOSES THE PROCESSED PERSONAL DATA CAN BE SHARED**

<b>Personal Data Categories</b>	<b>Institutions That Information Shared</b>	<b>Transfer Purposes</b>
Identity	NUN SCHOOLS-CORPORATE COMMUNICATION UNIT	Not shared
Contact	NUN SCHOOLS- CORPORATE COMMUNICATION UNIT	Not shared
Legal Transactions	NUN SCHOOLS- CORPORATE COMMUNICATION UNIT	Not shared
Educational Information	NUN SCHOOLS- CORPORATE COMMUNICATION UNIT	Not shared
Visual and Audio Data	NUN SCHOOLS- CORPORATE COMMUNICATION UNIT	Not shared

**C) THE METHOD AND LEGAL REASON OF COLLECTING PERSONAL DATA**

Personal data can be collected, processed, and transferred by NUN for the purposes specified in this Clarification Text within the scope of the Conditions of Processing Personal Data defined in Articles 5 and 6 of the KVKK in accordance with the basic principles stipulated by the KVKK, through your application by digital and/or physical means.

Personal data subject to this Clarification Text is processed based on legal grounds, such as being directly related to the establishment or execution of a contract, necessary to fulfill the legitimate interests of the Data Controller, or clearly prescribed by law.

**D) PROTECTION OF PERSONAL DATA**

To protect your personal data, NUN takes appropriate measures in accordance with the privacy and data security laws and regulations concerned and employs technical and organizational measures to prevent risks such as destruction, loss, modification, unauthorized disclosure, or unauthorized access to your data, depending on the state of technology, implementation costs and the content of the data to be protected.

The personal data subject to this Clarification Text is stored within NUN SCHOOLS, and is accessible only by authorized personnel. The personal data will be deleted, destroyed, or anonymized by NUN SCHOOLS at the end of the processing period.

#### **E) EXPRESS CONSENT DECLARATION FORM FROM THE DATA HOLDER REGARDING PERSONAL DATA**

The data holders are responsible for ensuring that the personal data they have shared with NUN is accurate, complete, and up-to-date, and if personal data belonging to other persons are shared, this data is collected in a valid and legal manner.

Individuals who share their personal data with NUN are required to inform the relevant parties about the details mentioned in this notice. They must also obtain consent from these parties for the usage, transfer, and disclosure of their personal data by NUN, as specified in this notice.

Under the regulations of KVKK, the personal data owner has the right to;

- be informed whether their personal data have been processed or not
- inquire if their data have been processed,
- inquire about the purpose of processing and whether data have been used appropriately for intended purposes,
- to obtain information regarding the third parties, in the country or abroad, to whom data have been transferred,
- to request the correction of incompletely or inaccurately processed data and to demand the postulation of the operations to the third parties the data has been transferred to,
- although it has been processed in accordance with the provisions of Law No. 6698 and other relevant laws, to request the deletion or destruction of personal data if the reasons for processing the personal data are no longer applicable to request that the transaction made in this context be notified to the third parties to whom the personal data has been transferred,
- to object to any unfavorable consequences resulting from the processing of personal data analyzed exclusively by automatic systems,
- to claim the compensation of loss in the event of damage due to unlawful processing.

As the relevant person, you must submit your application in a clear and understandable manner, including your requests regarding your rights, by attaching documents identifying your identity and address information in the handwritten form with a wet signature, by hand, by mail, or through a notary public, to the school's address **Elmalı Mah. Beykoz Elmalı Yolu Sk. No:5/1 Beykoz-İstanbul Turkey**, or you can send it digitally to **info@nunokullari.com** e-mail address.

NUN SCHOOLS reserves the right to ask for verification of your identity before responding. The following information must be included on your application form:

- your full name, surname and signature (if the text is submitted by hand),
- for citizens of the Republic of Turkey, the Turkish ID number; for foreigners, the passport number or your national ID number.
- address of the place of residence based on the notification
- your e-mail address, phone, and fax number, based on the notification
- your subject of demand,

It is mandatory to be present and include any relevant information and documents with the application. Requests submitted to NUN Schools will be answered electronically or in written form, depending on the nature of the request, within thirty days at the latest by NUN.

**I have read and agree to the terms.**

**Name Surname:**

**Signature:**

**Date:**