Annex relating to the protection and processing of personal data on the Eduka platform

Contact details of the data controller ***(data controller or its representative if the controller is located outside the EU)***	Last name: VIGUIER First name: Virginie Address: Budapest, Máriaremetei út 193–199, 1029 Hungary Postal code: 1029 City: Budapest Phone: +36 (1) 275-4296 Email address: secretariat@lfgeb.hu
Name and contact details of the Data Protection Officer	Last name: VIRMONT First name: Thomas Adress : Budapest, Máriaremetei út 193-199., 1029 Hongrie Postal code : 1029 City: Budapest Phone : +36 (1) 275-4296 Email address: thomas.virmont@lfgeb.hu

Activity: Processing of personal data of students, applicants and legal guardians.

Date of creation: 19/03/2026
Date of last update of the record: 01/04/2026
Name of the joint data controller: VIGUIER Virginie

Name of the software or application: Eduka Suite

Purposes:

The processing of personal data carried out via the Eduka platform aims to ensure the administrative, educational, financial and organizational management of the school, in compliance with applicable legal obligations in France and Hungary, as well as the requirements of the AEFE network.

Administrative management of students and families:
To ensure enrolment, administrative follow-up and management of students' academic pathways, including the creation and maintenance of school records, identification of individuals, and compliance with national administrative obligations.

Educational monitoring and assessment:
To enable the organization of schooling, monitoring of learning progress, assessment of students, and the production of official documents certifying their academic records.

Protection of students' health and safety:

To ensure appropriate care for students in terms of health and to guarantee their safety within the institution.

Financial and accounting management:
To ensure the management of tuition fees, invoicing, payments, and compliance with accounting and tax obligations.

Communication with families and students:
To facilitate communication between the institution, students, and their legal guardians in relation to the monitoring of schooling.

Categories of data subjects

1. Students
2. Legal guardians
3. Payers
4. Other contacts

Categories of data collected

Civil status, identity, identification data, images:

Last name; First name; Gender; Date of birth; Place of birth (city); Nationality(ies); Student ID; Hungarian social security number; Language spoken in the family; Photo; Identity document; Family record book; Mother's maiden name.

Personal life:

Level of French; Application motivations; Dietary requirements; Family situation; Mother tongue; Spoken language(s); Level of French; Divorce judgment.

Education and professional life:

Involvement within the institution; Previous levels; Name and contact details of previous institution; Educational accommodations; Date of enrolment; Family code; Date of arrival;
Current class; Educational stream; Date of departure; Profession; Employer; Involvement in the institution; School accommodations; Grades obtained; Teachers' comments;
Letter of acceptance from the future institution.

Economic and financial information:

Scholarship / solidarity fund application; Scholarship / support rate;
Payer of initial enrolment fees; Payer of mandatory fees; Payer of optional fees;
Payer of extracurricular activities; Billing currency for legal guardians;
Name of billing entity; Company billing address; Name of company representative; Company

registration number; VAT number; Company contact name; Company contact phone number; Company contact email;
Billing address; Billing currency; Name of third-party payer;
Third-party email; Third-party phone number; Third-party billing address.

Connection / communication data:

Student type / code; Email address; System language; Last login; Account status;
Phone numbers; Address; Login profiles; Email read indicators.

Processing of sensitive data:

The collection of certain particularly sensitive data is strictly regulated under the GDPR and requires special attention. This includes data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic and biometric data, health data, data concerning a person's sex life or sexual orientation, data relating to criminal convictions or offences, as well as national identification numbers (such as social security numbers).

Sensitive data processed:

Hungarian social security number; Known health issues; Nature and date of surgical procedures; Health-related remarks; Dietary requirements; Existence and nature of allergies;
Chronic diseases; Regular medication intake; Health accommodations;
Disability support (AVS/AVH); Medical certificate and/or protocol; Identity document.

Data retention periods :

1. Known health issues: 50 years
2. Nature and date of surgical procedures: 50 years
3. Health-related remarks: 50 years
4. Dietary requirements: 50 years
5. Allergies: 50 years
6. Chronic diseases: 50 years
7. Regular medication intake: 50 years
8. Authorized medications: 50 years
9. Health accommodations: 50 years
10. Disability support (AVS/AVH): 50 years
11. Medical certificate and/or protocol: 50 years
12. Hungarian social security number: retained indefinitely
13. Identity document: retained indefinitely

Internal recipients:

1. Management / administration

2. Technical staff

3. Teaching staff

External recipients:

1. Catering partner Delirest
2. School transport partner Laster
3. Hungarian Educational Authority (Oktatási Hivatal)
4. French Ministry of Education
5. Accounting firm ITL Group Kft.
6. Audit firm Forvis Mazars Kft.

Transfers of data outside the EU

The following data, relating to students and legal guardians, may be transferred outside the European Union:
Last name; First name; Gender; Date of birth; Place of birth (city); Nationality(ies); Hungarian social security number; Photo; Known health issues; Health-related remarks;
Existence and nature of allergies; Chronic diseases; Regular medication intake;
Authorized medications; Health accommodations; Disability support (AVS/AVH);
Email address; Phone number; Mother's maiden name; Identity document; Address

To:

- Angola (Lycée français Alioune Blondin Beye)
- Chile (Lycée Antoine-de-Saint-Exupéry de Santiago)
- United Arab Emirates – Dubai (Lycée français Jean Mermoz)
- Guatemala (Lycée international Jules Verne)
- Uruguay (Lycée français Jules-Supervielle)

Security measures:

Tick and describe the organizational and technical measures implemented to ensure data confidentiality.
The level of security must be appropriate to the risks associated with the processing. The following examples represent basic safeguards and may need to be supplemented.

User access control:

- Authentication required to access the platform: email address and personalized password

Traceability measures:

- Logging of user access
- Date and time of login
- Email read tracking