

Privacy Policy

Effective Date: July 25, 2026

1. Introduction

Arts, Sciences and Technology University in Lebanon, commonly referred to as **AUL**, respects the privacy of its students, prospective students, alumni, employees, faculty members, partners, website visitors, and other individuals who interact with the University.

This Privacy Policy explains how Arts, Sciences and Technology University in Lebanon (“AUL,” “the University,” “we,” “us,” or “our”) collects, uses, stores, protects, and discloses personal information when you visit or interact with:

<https://aul.edu.lb/>

This Privacy Policy applies to information collected through the AUL website, online forms, digital services, communication channels, event-registration forms, admissions enquiries, employment applications, and other website-related services operated by or on behalf of AUL.

By accessing or using the AUL website, you acknowledge that you have read and understood this Privacy Policy.

Where consent is required by applicable law, we will request your consent before collecting or using your personal information for the relevant purpose.

2. Scope of This Privacy Policy

This Privacy Policy applies to personal information collected through the AUL website and related online services.

It may apply to individuals including:

- Current and prospective students;
- Applicants and their parents or guardians;
- Alumni;
- Faculty and staff members;
- Employment applicants;
- Researchers and academic partners;
- Event participants;

- Contractors, suppliers, and service providers;
- Visitors to AUL campuses or digital services;
- Members of the public who contact the University.

Certain AUL departments, systems, portals, academic services, or administrative processes may have additional privacy notices. Where an additional notice applies, it should be read together with this Privacy Policy.

3. Definitions

For the purposes of this Privacy Policy:

3.1 Personal Information

“Personal Information” or “Personal Data” means information relating to an identified or identifiable individual. This may include information that directly identifies a person or information that could identify a person when combined with other available information.

3.2 Usage Data

“Usage Data” means information collected automatically when a person accesses or uses the AUL website, such as browser information, device information, visited pages, access times, and IP addresses.

3.3 Cookies

“Cookies” are small text files stored on a computer, mobile phone, tablet, or other device when a website is visited.

3.4 Processing

“Processing” means any activity performed on personal information, including collecting, recording, organizing, storing, updating, accessing, using, sharing, transferring, restricting, deleting, or destroying it.

3.5 Data Controller

A “Data Controller” is the organization that determines why and how personal information is processed. For the processing activities described in this Privacy Policy, AUL generally acts as the Data Controller.

3.6 Service Provider

A “Service Provider” or “Data Processor” is a third party that processes personal information on behalf of AUL and in accordance with the University’s instructions.

4. Information We Collect

The information we collect depends on how you interact with the AUL website and services.

4.1 Information You Provide Directly

You may provide personal information when you:

- Complete an admissions or enquiry form;
- Request information about a faculty, program, course, or service;
- Register for an event, workshop, seminar, or training program;
- Subscribe to newsletters or University announcements;
- Submit an employment application;
- Contact AUL by email, telephone, or an online contact form;
- Submit a complaint, request, or feedback;
- Apply for academic, administrative, or professional services;
- Upload documents through an authorized AUL system.

The information provided may include:

- First name and last name;
- Email address;
- Telephone or mobile number;
- Address, city, country, and postal information;
- Date of birth;
- Nationality or citizenship;
- Academic interests;
- Educational history and qualifications;
- Student or applicant identification information;
- Employment and professional information;
- Application documents;

- Identification or passport details, where required;
- Information included in messages or documents submitted to AUL;
- Communication and marketing preferences.

AUL will seek to collect only the information reasonably required for the relevant academic, administrative, employment, communication, or service-related purpose.

4.2 Student, Applicant, and Academic Information

Where relevant to an application, enrolment, academic service, or University process, AUL may collect:

- Academic records and transcripts;
- Previous educational institutions;
- Program and course selections;
- Admissions information;
- Attendance and enrolment information;
- Assessment or examination information;
- Scholarship or financial-aid information;
- Internship and training information;
- Academic qualifications and certificates;
- Supporting documentation required by the University or applicable authorities.

This Privacy Policy does not replace any more specific privacy notice provided during an admissions, registration, employment, or academic process.

4.3 Employment and Professional Information

When individuals apply for employment, consultancy work, internships, or professional opportunities, AUL may collect:

- Curriculum vitae or résumé information;
- Employment history;
- Professional qualifications;
- References;

- Certifications;
- Contact details;
- Identification documents;
- Information needed to assess eligibility for the relevant position;
- Other information voluntarily included in an application.

4.4 Automatically Collected Information

When you visit the AUL website, certain information may be collected automatically, including:

- Internet Protocol address;
- Browser type and version;
- Device type;
- Operating system;
- Language settings;
- Pages visited;
- Date and time of access;
- Time spent on particular pages;
- Referring website;
- Links selected;
- Approximate geographic location derived from an IP address;
- Device identifiers;
- Website performance and diagnostic information;
- Security and access logs.

This information is generally used to operate, secure, analyze, and improve the website.

4.5 Sensitive Personal Information

Certain University processes may require information that is considered sensitive under applicable law, such as:

- Health or accessibility information;
- Government-issued identification information;
- Financial information;
- Information relating to special educational requirements;
- Information required for legal, regulatory, safeguarding, or security purposes.

AUL will process sensitive information only where it is necessary, permitted by law, and subject to appropriate safeguards.

5. How We Use Personal Information

AUL may use personal information for the following purposes:

5.1 Website and Service Administration

- To operate, maintain, and improve the AUL website;
- To provide access to website features and online services;
- To respond to technical problems;
- To monitor website performance and availability;
- To prevent misuse, unauthorized access, and security incidents.

5.2 Admissions and Academic Services

- To respond to admissions enquiries;
- To process applications;
- To evaluate eligibility for academic programs;
- To communicate with applicants and prospective students;
- To administer enrolment and registration processes;
- To provide academic and student-related services;
- To maintain academic and administrative records.

5.3 Communication and Support

- To answer questions, complaints, requests, and feedback;

- To provide administrative or technical support;
- To communicate important University information;
- To send notices concerning applications, registrations, accounts, services, or events;
- To notify users of changes to the website, services, or applicable policies.

5.4 Events, Training, and University Activities

- To administer event registrations;
- To organize workshops, conferences, training sessions, and University activities;
- To issue attendance confirmations or certificates;
- To communicate event-related information.

5.5 Employment and Recruitment

- To process employment and internship applications;
- To evaluate candidates;
- To communicate with applicants;
- To conduct recruitment and appointment processes;
- To maintain appropriate recruitment records.

5.6 Analytics and Improvement

- To understand how visitors use the website;
- To evaluate website performance;
- To improve website accessibility, structure, and content;
- To identify technical errors;
- To develop and improve University services.

5.7 Security and Legal Compliance

- To protect AUL's systems, users, property, and legal rights;
- To prevent fraud, cyberattacks, misuse, or unlawful activity;
- To investigate security incidents;

- To comply with legal, regulatory, contractual, and administrative requirements;
- To respond to lawful requests from courts, regulators, or public authorities;
- To establish, exercise, or defend legal claims.

5.8 Marketing and University Communications

Where permitted by law, AUL may use contact information to provide:

- University news;
- Program announcements;
- Event invitations;
- Academic opportunities;
- Training information;
- Alumni communications;
- Promotional or informational materials.

Where consent is required, marketing communications will be sent only after consent has been obtained.

Recipients may unsubscribe from non-essential marketing communications at any time by using the unsubscribe option included in the communication or by contacting AUL.

6. Legal Bases for Processing

Depending on the circumstances and applicable law, AUL may process personal information on one or more of the following legal bases:

- The individual has provided consent;
- Processing is necessary to take steps at the individual's request before entering into an agreement;
- Processing is necessary to perform an agreement or provide a requested service;
- Processing is necessary to comply with a legal obligation;
- Processing is necessary to protect the vital interests of an individual;
- Processing is necessary for a task carried out in the public interest or in connection with educational functions;

- Processing is necessary for AUL’s legitimate interests, provided those interests do not override the rights and freedoms of the individual;
- Processing is necessary to establish, exercise, or defend legal claims.

Where AUL relies on consent, the individual may withdraw that consent at any time. Withdrawal of consent does not affect the lawfulness of processing conducted before the consent was withdrawn.

7. Cookies and Similar Technologies

The AUL website may use cookies, pixels, tags, scripts, log files, and similar technologies to operate and improve the website.

Cookies used by the website may include the following categories.

7.1 Essential Cookies

Essential cookies are required for the website to operate correctly. They may support security, navigation, session management, form submission, and other core website functions.

7.2 Preference Cookies

Preference cookies remember choices such as language, display settings, and other website preferences.

7.3 Analytics Cookies

Analytics cookies help AUL understand how visitors use the website, which pages are visited, and whether technical or usability improvements are needed.

7.4 Security Cookies

Security cookies and similar technologies may be used to detect suspicious activity, prevent unauthorized access, and protect the website and its users.

7.5 Marketing Cookies

Where enabled and permitted by law, marketing cookies may be used to measure campaigns or present communications that may be relevant to website visitors.

AUL will request cookie consent where required by applicable law.

Users can control or delete cookies through their browser settings. Disabling certain cookies may affect the availability or functionality of parts of the website.

8. Analytics and Third-Party Technologies

AUL may use analytics, security, hosting, content-delivery, communication, and website-management technologies provided by third parties.

These technologies may collect information such as:

- IP addresses;
- Device and browser information;
- Visited pages;
- Interaction information;
- Session duration;
- General location information;
- Website performance data.

Third-party providers are expected to process information only for authorized purposes and in accordance with applicable contractual and legal requirements.

AUL does not permit service providers to use personal information for unrelated purposes where they process information solely on behalf of the University.

9. Disclosure of Personal Information

AUL may disclose personal information only where reasonably necessary and legally permitted.

Recipients may include:

9.1 AUL Departments and Authorized Personnel

Information may be shared internally with authorized departments, faculties, administrative units, employees, or representatives who require access for legitimate academic, administrative, technical, security, or legal purposes.

9.2 Service Providers

Information may be shared with providers supporting services such as:

- Website hosting;
- Cloud storage;
- Email delivery;
- Information technology support;

- Cybersecurity;
- Website analytics;
- Admissions or registration systems;
- Payment processing;
- Communications;
- Professional consultancy;
- Document management.

Service providers are permitted to access personal information only to the extent necessary to perform their authorized services.

9.3 Academic and Institutional Partners

Where necessary and permitted, information may be shared with academic partners, accreditation bodies, training providers, examination organizations, government departments, scholarship providers, or other educational institutions.

9.4 Legal and Regulatory Authorities

AUL may disclose information where disclosure is:

- Required by law;
- Required by a court order;
- Requested by a competent authority;
- Necessary to comply with regulatory obligations;
- Necessary to investigate suspected unlawful activity;
- Necessary to protect the rights, safety, or property of AUL or another person.

9.5 Organizational Transactions

If AUL undergoes an institutional reorganization, restructuring, merger, transfer of operations, or similar transaction, relevant personal information may be transferred subject to appropriate confidentiality and security safeguards.

9.6 With Consent

AUL may disclose personal information to another party where the individual has provided valid consent.

10. Sale of Personal Information

AUL does not sell or rent personal information for monetary consideration.

Where applicable privacy law defines certain transfers, targeted advertising activities, or data-sharing arrangements as a “sale” or “sharing” of personal information, eligible individuals may have the right to request that such activities stop.

AUL will not discriminate against an individual for exercising a legally protected privacy right.

11. International Data Transfers

AUL is located in Lebanon. Personal information may be processed or stored in Lebanon or in other countries where AUL’s authorized service providers operate.

The privacy and data-protection laws of those countries may differ from the laws of the country in which the individual is located.

Where personal information is transferred internationally, AUL will take reasonable steps to protect it. Depending on the circumstances, these safeguards may include:

- Contractual data-protection obligations;
- Confidentiality requirements;
- Security assessments;
- Access controls;
- Data-processing agreements;
- Other legally recognized transfer safeguards.

By voluntarily submitting information to AUL, you acknowledge that it may be processed in Lebanon and in other locations used by the University’s authorized service providers, subject to applicable legal requirements.

12. Data Retention

AUL retains personal information only for as long as reasonably necessary for the purpose for which it was collected.

Retention periods may depend on:

- The nature of the information;
- The purpose for which it was collected;
- Academic and administrative recordkeeping requirements;
- Contractual obligations;
- Accreditation requirements;
- Legal or regulatory obligations;
- Security requirements;
- Limitation periods for legal claims;
- The need to resolve complaints or disputes.

When personal information is no longer required, AUL will take reasonable steps to securely delete, anonymize, or archive it in accordance with applicable requirements.

Usage Data may be retained for shorter periods unless it is required for security, fraud prevention, website improvement, legal compliance, or technical investigation.

13. Data Security

AUL takes reasonable administrative, organizational, physical, and technical measures to protect personal information.

These measures may include:

- Access restrictions;
- User authentication;
- Secure server configurations;
- Network and website monitoring;
- Encryption where appropriate;
- Firewalls and protective security services;
- Secure backup procedures;
- Staff confidentiality obligations;

- Security testing;
- Incident-response procedures;
- Service-provider security requirements.

Access to personal information is limited to authorized individuals who require it for legitimate purposes.

Although AUL works to protect personal information, no website, network, electronic-storage system, or internet transmission can be guaranteed to be completely secure. Users should therefore avoid sending unnecessary sensitive information through unsecured communication channels.

14. Data Breaches

Where AUL becomes aware of a personal-data breach, the University will assess the incident and take appropriate steps to contain, investigate, and address it.

Where required by applicable law, AUL may notify affected individuals and relevant regulatory or public authorities.

15. Your Privacy Rights

Depending on where you live and the law applicable to your information, you may have the right to:

- Request confirmation of whether AUL processes your personal information;
- Request access to personal information held about you;
- Request correction of inaccurate or incomplete information;
- Request deletion of personal information;
- Request restriction of certain processing activities;
- Object to certain processing activities;
- Request a portable copy of personal information;
- Withdraw consent where processing is based on consent;
- Opt out of non-essential marketing communications;
- Object to decisions based solely on automated processing, where applicable;
- Submit a complaint to an appropriate data-protection or regulatory authority.

These rights are not absolute. AUL may be permitted or required to retain or continue processing certain information for academic, contractual, security, legal, regulatory, public-interest, or recordkeeping purposes.

To protect personal information, AUL may request sufficient information to verify the identity and authority of the person submitting a request.

AUL will respond to valid requests within the period required by applicable law.

Privacy requests may be submitted to:

info@aul.edu.lb

16. Rights of Individuals in the European Union and European Economic Area

Where the General Data Protection Regulation applies, individuals in the European Union or European Economic Area may have rights including:

- The right of access;
- The right to rectification;
- The right to erasure;
- The right to restrict processing;
- The right to object to processing;
- The right to data portability;
- The right to withdraw consent;
- The right to complain to a competent supervisory authority.

Individuals also have the right to object at any time to the processing of personal information for direct-marketing purposes.

Where AUL relies on legitimate interests, individuals may object to processing based on circumstances specific to their situation. AUL may continue processing where it demonstrates compelling legitimate grounds or where processing is required for legal claims.

17. Automated Decision-Making

AUL does not intend to make decisions that produce significant legal or similar effects based solely on automated processing unless:

- The process is necessary for an agreement;

- The process is authorized by applicable law;
- The individual has provided explicit consent;
- Appropriate safeguards have been implemented.

Where applicable, individuals may request human review of a qualifying automated decision.

18. Children and Minors

AUL is an educational institution, and some prospective students, applicants, event participants, or website users may be under the age of 18.

Where a minor's personal information is collected, AUL will seek to process that information only where:

- It is reasonably necessary for an educational, admissions, registration, safeguarding, or administrative purpose;
- The processing is permitted by applicable law;
- Appropriate consent has been obtained from a parent or legal guardian where required;
- Appropriate protections have been applied.

The AUL website is not intended to collect unnecessary personal information directly from young children.

A parent or legal guardian who believes that a child has provided personal information without appropriate authorization should contact:

info@aul.edu.lb

AUL will review the request and take appropriate action.

19. Links to Third-Party Websites

The AUL website may contain links to websites, platforms, or services operated by third parties.

AUL does not control the privacy, security, content, or practices of external websites. This Privacy Policy does not apply to information collected directly by those third parties.

Users should review the privacy policy of each external website before providing personal information.

The inclusion of an external link does not necessarily constitute an endorsement of that website or its privacy practices.

20. Social Media and External Platforms

AUL may maintain pages or accounts on social-media platforms and other third-party services.

When users interact with AUL through those platforms, information may be processed both by AUL and by the platform provider. The platform provider's privacy policy and account settings will apply to its processing activities.

Users should avoid posting confidential, academic, financial, medical, or identification information publicly through social-media channels.

21. Email and Electronic Communications

Messages sent to AUL may be stored for administrative, academic, security, support, or recordkeeping purposes.

Email is not always a fully secure communication method. Users should avoid including unnecessary sensitive personal information in ordinary email messages.

AUL may retain communication records where necessary to:

- Respond to enquiries;
- Document decisions;
- Provide services;
- Investigate complaints;
- Meet legal or administrative obligations;
- Protect the University's rights and systems.

22. Changes to This Privacy Policy

AUL may update this Privacy Policy periodically to reflect:

- Changes to University services;
- Changes to website technologies;
- Changes to data-processing practices;
- Changes to legal or regulatory requirements;
- Security or operational improvements.

The updated version will be published on this page with a revised effective or “Last Updated” date.

Where a change is significant, AUL may provide additional notice through the website, email, or another appropriate communication channel.

Users are encouraged to review this Privacy Policy periodically.

23. Contact AUL

Questions, concerns, complaints, or requests relating to this Privacy Policy or the processing of personal information may be sent to:

Arts, Sciences and Technology University in Lebanon — AUL

Email: info@aul.edu.lb

Website: <https://aul.edu.lb/>

When contacting AUL about a privacy request, please include sufficient information to help identify the relevant records and understand the nature of the request. Do not send unnecessary identification documents unless requested through an appropriate secure channel.