

Lifetime Achievement Award (operating in Azerbaijan and Greece only) T&Cs and Privacy Notice

Introduction

Below are the Study UK Alumni Lifetime Achievement Awards 2019-20 Entry Rules (Terms and Conditions) and how we store and use information you provide to us via your nomination form. All nominators and nominees must click 'Yes, I accept' for all boxes on the nomination submission page in order for their nomination to be submitted and considered for the Study UK Alumni Lifetime Achievement Award.

Terms and Conditions

Lifetime Achievement nominators/nominees must:

- Accept responsibility for maintaining the confidentiality of the User id (email address) and password used to access the nomination portal.
- Notify the British Council of any unauthorised use of their User id and/or password
- Provide personal information (to their best knowledge) that is in all respects true, accurate and up to date and is not, in any respect, misleading, deceptive or inaccurate or likely to mislead or deceive.
- Notify the British Council immediately of any relevant changes in their nomination at any stage during the application process.
- Nominees must re-confirm the accuracy of their nomination should they be selected as a finalist.

If you do not provide your personal data and nominees' details, The British Council will be unable to process your nomination.

Privacy Notice

The personal information provided by nominators/nominees will be used by the British Council in accordance with the UK Data Protection Act 2018 and any relevant local law, for the purposes of managing the Lifetime Achievement Award as described in section 7 of the Terms and Conditions. The information will be used by the judges to assess the applications in line with the judging criteria in section 5 of the Terms and Conditions. The legal basis for processing personal data is that processing is necessary for the performance of a contract (the Competition Terms and Conditions).

Nominators' information as entered on their form will be shared with the person they are nominating. All nominations and nominators' information will be shared with the

nominees' former UK university/ies. The British Council may also share personal information with trusted third parties, including an external shortlisting agency, reference checking agencies, and applicants' former scholarship awarding bodies, when necessary to fulfil the purposes stated above. The information that British Council holds/shares about you will be treated as confidential and will only be disclosed to any other party:

- As detailed in this notice and in the terms and conditions document (i.e. former UK university/ies, scholarship awarding bodies, external shortlisting agency, judging panels and reference checking agencies), or at your request and with your consent
- to investigate or prevent fraud

Under the UK Data Protection Act 2018 you have the right to ask for a copy of the information we hold on you and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator. If you want to find out more, please contact your local British Council office or visit our website: <https://www.britishcouncil.org/privacy>. All information we hold about you will be held securely and deleted after seven years in accordance with British Council data retention policies.

Please read the Study UK Alumni Lifetime Achievement Awards terms and conditions below and check the tick box on the submission page of your nomination to agree.

1. The Study UK Alumni Awards - Lifetime Achievement

The Study UK Alumni Awards - Lifetime Achievement (The "Lifetime Achievement Awards") are operated by or on behalf of the British Council to recognise and honour the outstanding achievements made by alumni who have studied at, or for a qualification awarded by, a listed or registered UK Higher Education Institution more than 15 years ago, and who have made a significant contribution to the relationship between the UK and their country.

Nominators submit one nomination for the person they are nominating, which will be forwarded to the person they are nominating ('the nominee') for their agreement, and subsequent entry into the Lifetime Achievement Awards in Azerbaijan or Greece.

One winner plus up to two finalists in each country (Azerbaijan and Greece) will be selected out of all nominations received in the respective participating country. Winners will be presented with their Award at a prestigious and high-profile national awarding ceremony and will be celebrated digitally via a campaign on Study UK social media.

2. Eligibility

Alumni can be nominated for the Lifetime Achievement Award only: no self-nominations or applications will be accepted. A nominator submits one application only per nominee. The nominee must then confirm and accept the nomination details in order for their nomination to be considered for the Lifetime Achievement Award.

The Lifetime Achievement Awards are open to alumni who must be currently residing in either one of the following countries taking part in this first pilot year:

- Azerbaijan
- Greece

To be eligible, the alumni/nominee must also have studied:

- At a UK university more than 15 years ago (i.e. 2004 or earlier)
- enrolled at an officially recognised (160 institutions) or listed (650 institutions) UK higher education institution
- at degree level* or above
- Either at a UK university in the UK, for a minimum of one term or semester, OR awarded a full UK degree level qualification (or higher), by a recognised or listed UK HEI, outside the UK.

*Degree level is defined as band 9 and above on the [UK NARIC band framework](#)

Professional short courses: alumni are only eligible if the course they studied is at degree level (or above), offered by a recognised UK institution in the UK (and they fulfil the rest of the criteria). Post-doc researchers are ineligible.

The nominee must not be currently employed by the British Council or Gradcore. They must disclose to the British Council if they are an immediate family member of a British Council or Gradcore employee. (In this case immediate family member is defined as one's spouse, parents, grandparents, children, grandchildren, siblings and immediate in-laws (mother-in-law, father-in-law, brother-in-law and sister-in-law). Adopted children and stepchildren are also counted as immediate family members.

3. Lifetime Achievement Award dates

The British Council reserves the right to amend the opening and closing dates, and vary them by country, according to local requirements. Any such amendments will be notified in these T&Cs, on the application portal, and via local promotions in the relevant country/countries. The opening date of the Lifetime Achievement Award is 3 July 2019. The closing date for nominations of alumni residing in Azerbaijan is 23.59 (BST) 1 September, and for alumni residing in Greece it is 23.59 (BST) 13 October 2019.

Any entry received before the opening date or after the closing date will not be accepted. The British Council accepts no responsibility whatsoever for any technical failure or malfunction or any other problem with any system, server, provider or otherwise that may result in any entry being lost, delayed or not properly registered.

Applicants whose application is found to be ineligible will be notified from November 2019 onwards.

All Lifetime Achievement Award nominees will be notified by 31 January 2020 (or earlier, according to the date of the awarding ceremony) as to the status of their nomination. Winners of the Lifetime Achievement Award will be announced at national awarding ceremonies in between December 2019 and March 2020. This notification will be made to the email address confirmed by the nominee in accordance with section 4 of these Entry Rules.

4. How to enter

The Lifetime Achievement Award will be promoted through the British Council official channels including the website <https://study-uk.britishcouncil.org/> and through third party channels e.g. UK universities. Paper applications will not be accepted.

Applications are made via the nomination route only. Alumni who have been nominated will receive an email confirmation of their nomination and must also confirm on the application portal their acceptance of the T&Cs, and that the details provided in their nomination form are correct.

All nominators must access the application portal link via the <https://study-uk.britishcouncil.org/alumni-awards/enter> page and then follow these steps:

- Read and agree to the Terms and Conditions, and the Data Protection/Privacy notices on how data is stored and used
- Enter their first and last name and email address where indicated, and enter the contact details of the person they are nominating.
- Enter details of the UK Higher Education Institution that the person they are nominating studied at/with.
- Provide a short statement summarising the contribution the person that they are nominating has made to relations between their country and the UK, the impact they are making, and why they deserve to win the Lifetime Achievement award.
- Accept the entry rules by clicking the box in the application form.
- Click on the button to submit the nomination

The nominee will then be forwarded a copy of the nomination via email, with a link to complete an acceptance form. The nominee must follow these steps:

- Read and agree to the Terms and Conditions, and the Data Protection/Privacy notices on how data is stored and used
- Enter their first and last name and email address where indicated
- Confirm the UK Higher Education Institution details that they studied at/with.
- Confirm that the details provided by the nominator are correct, and if not, describe any corrections to facts provided by the nominator

- Optional: provide further details about their success and achievements with regards to their contribution to UK-country relations, if not fully provided by the nominator.
- Accept the entry rules by clicking the box in the acceptance form.
- Click on the button to submit the nomination and acceptance form, in order for their nomination to be accepted and to be entered into the competition.

Nomination/nomination acceptance forms cannot be saved and completed later and must be submitted before the nomination deadline of 1 September 2019 (Azerbaijan), or 13 October 2019 (Greece).

Unsuccessful nominees may be re-nominated for the Lifetime Achievement Award in subsequent years, as and when the awards are running in that country, and if they still meet the eligibility criteria, however a new nomination form must be submitted, as per the nomination process, and terms and conditions for that year.

Nominees may be asked to supply details of a referee, if they are selected as a finalist. Nominees' data will be shared and verified with the nominees' UK Higher Education Institution as well as the British Council in the UK and overseas. The British Council reserves the right to independently check all information provided by the nominator and referees.

Should the nominator/nominee be found to have submitted false information, and/or have provided falsified information through referees in support of their nomination, and/or should the nominee be found to have confirmed false information, the nomination will be disqualified from the Lifetime Achievement Awards. Any titles already awarded will be removed during or after the Awarding ceremony.

5. Selection of winning entries and award ceremonies

The Lifetime Achievement Award will consist of a multi-stage selection process.

After the nomination closing date(s), all nominations will be reviewed by an external agency to ensure that they meet the eligibility criteria, and all eligible nominations will be forwarded to the British Council country teams in each of the participating countries (Azerbaijan and Greece).

The in-country judging panel, consisting of the British Council Country Director, the British Ambassador to that country, and other leaders/VIPs in-country, will assess the nominations based on the criteria below.

Where a nominee is nominated multiple times, the first nomination submitted to the application portal will then be sent by email to the nominee, with a link to an acceptance form to confirm and add further details to their nomination. The nominee will then need to submit this form to be entered into the awards. Any subsequent nominations received for the same nominee will be shared with the nominee via

email, and used as supporting evidence in the shortlisting process, with the nominee's consent.

Judging criteria

Judges will review all nominations against the judging criteria listed below. Nominations that demonstrate the highest levels of evidence of meeting each of the criteria will be awarded the highest scores. The highest scoring nominations will be selected as finalists, with the overall highest scoring applicant selected as the winner.

Nominations will be assessed on the extent to which they meet the following criteria:

- Scale of contribution to the relationship between the UK and their country (marked out of 10)
- Scale of impact in their industry society and country (marked out of 5)
- UK influence: evidence of particular aspects of their UK education that helped them to achieve their success (marked out of 5)
- Media traction: extent to which the alumnus/na's story is likely to resonate with local/national media (marked out of 5)

The judges' decision is final and binding. The panel of judges will include at least one member who is independent of the British Council and Lifetime Achievement Award sponsors/partners. The British Council reserves at its sole discretion the right to not to make any particular award or disqualify any entry that does not meet the entry requirements.

No correspondence will be entered into with unsuccessful nominators or nominees.

6. Celebrations of winners

The Lifetime Achievement Award winners (one per participating country) and finalists (up to two per participating country) will be celebrated and announced at a physical Awards Ceremony in their country of entry.

Finalists will be informed by their local British Council office about the format of the Awards Ceremony in their country.

Finalists who are invited to and choose to attend the awards celebration are responsible for covering their own expenses, including accommodation, subsistence, visas, insurance, international or domestic travel costs or other ancillary costs arising out of participation in The Awards, unless otherwise expressly stated by the British Council.

Award finalists invited to an Award Ceremony in their country will be provided with one guest ticket (free of charge) to accompany them. In addition the British Council

will invite a representative from finalists' UK Higher Education Institutions. Conditions stated in section 7 and 9 in this document also apply to guests.

If the country or location of an Awards Ceremony becomes unsafe due to an event of Force Majeure, the British Council reserves the right to cancel an Award Ceremony with immediate effect. Attendees will be responsible for any cancellation charges on flights, accommodation and any other costs that they may incur in respect of such cancellation.

7. Personal data

The British Council will collect and store the names and email addresses of all nominees and nominators and the additional application details as anticipated by section 4 above. The British Council will use this personal data for the following purposes:

- managing the relationship between the nominator/nominee and the British Council;
- communicating with nominator/nominee to answer their queries about the Lifetime Achievement Award;
- communicating with all nominators/nominees as to the status of their application, and any further documentation required;
- validating and sharing all data provided with the nominee's UK University/ies;
- Marketing and publicity in accordance with section 8 below.

If a nominee is selected as a finalist, the British Council may use the facilities of reference checking agencies and/or contact the finalists' referees to verify information provided in finalists' application forms and references.

Where a nominee/nominator has consented to the British Council doing so, the British Council may contact the nominee/nominator using the personal data collected to provide information about the goods, services, courses or promotions that the British Council offers.

By participating in the Lifetime Achievement Award, nominators and nominees consent to their personal data being processed by the British Council in accordance with, and for the purposes set out in, this section 7.

Nominees' nominators can exercise their rights to access their personal data held by the British Council and withdraw their consent to the processing of their personal data. Further information on this process can be found on the [British Council's corporate website](#).

8. Publicity and rights

The British Council intends to publish the names and photographs of the finalists and winners on the British Council's, and partners', websites and social media pages, press releases and in other promotional and marketing material. In addition, the British Council may write and publish articles about the finalists and winners. Publicity material of winners and finalists will be shared with their UK Higher

Education Institution. By confirming their entry to the Lifetime Achievement Award, each nominee agrees to the use of their name and image and agrees to co-operate with any such publicity or marketing if they are selected as a Lifetime Achievement Winner or Finalist.

By entering the Lifetime Achievement Award each nominee grants the British Council, Alumni Award Partner organisation and own Higher Education Institution, and scholarship awarding body and/or sponsor institution if applicable, free of charge, permission to use the entry material in any way it wants (including, without limitation, modifying and adapting it for operational and editorial reasons) in any media worldwide. Each nominee confirms that the entry material is their original work, is not defamatory and does not infringe any English laws, that they have the right to give the British Council and their former UK university/ies permission to use it for the purposes specified above, and that all necessary consents for the submission of the entry material have been obtained.

All rights in the British Council's name and logo, websites, Facebook pages, Twitter pages, press releases and other promotional and marketing material and all course and examination content and materials (together the "Council's Materials") shall vest in and remain with the British Council (or its licensors). By participating in the Lifetime Achievement Award, nominators and nominees agree that they will not use, broadcast, publish, export, exploit, reproduce nor copy part or all of the Council's Materials.

9. Photography and Recording

If you are invited to, and attend, an Award Ceremony, or if you are selected as a winner or finalist, you agree to the following:

- I agree to the British Council photographing and/or recording me and give permission to the British Council to use any material in the photographs and/or recordings where the copyright or any other rights are owned by me and waive all my moral rights and performers' rights (if any) in the photographs and recordings;
- I confirm that the British Council and partners shall be entitled to use the photographs and/or recordings made of me in their original format or edited, adapted or altered, for the purposes of the British Council's internal and external promotional and publicity materials and for any programmes, publications, websites, electronic publications and social media services worldwide produced by or on behalf of the British Council and partners; and
- I agree that the British Council and partners shall be entitled to pass the photographs and/or recordings of me, and my name, to external press and media agencies, publishers and broadcasters, Higher Education Institutions and to partners and other third parties with which the British Council works, anywhere in the world, for the purposes of the Alumni Awards.

Lifetime Achievement Award winners and finalists may be asked to provide a professional style photograph and images of them demonstrating their careers, and a short personal summary to be used for social media/event purposes.

10. Prize

Finalists and winners will benefit from national recognition at the awarding ceremony and subsequent publicity opportunities which aim to raise their public and professional profile through press, PR and a digital media campaign.

Liability

(a) The British Council does not exclude or limit in any way its liability to the Participant for any death or personal injury caused by the British Council's negligence, any fraudulent misrepresentation by the British Council, or any liability which cannot be excluded by law.

(b) Subject to paragraph (a), no liability is accepted by the British Council for:

- loss of or damage to property belonging to the winner or anyone travelling with the winner (for example, watches, jewellery, cameras or clothing); or
- losses or additional expenses incurred by the winner due to delays or changes in travel services, sickness, weather, strikes, riots, war, quarantine or any other cause beyond the British Council's reasonable control; or
- any special, indirect, consequential or pure economic loss, costs, damages, charges or expenses.

Subject to paragraphs (a) and (b), the British Council's total liability to the winner in contract, tort (including negligence or breach of statutory duty) misrepresentation, restitution or otherwise arising under or in connection with these Programme rules, shall be limited to £300 for that winner.

11. General

The British Council may disqualify or refuse to accept the entry of any nomination which does not meet the eligibility criteria in section 2 or does not otherwise comply with these Entry Rules.

These Entry Rules shall be governed by and interpreted in accordance with the laws of England and Wales and the courts of England and Wales shall have exclusive jurisdiction over any disputes or claims (including, without limitation, non-contractual disputes or claims) arising out of or in connection with the Lifetime Achievement Award.

The Website may include links to third party websites that are controlled and maintained by others. Any link to other websites is not an endorsement of such websites and you acknowledge and agree that British Council/Study UK is not responsible for the content or availability of any such sites.

12. Acceptance and Entry Rules

By participating in the Lifetime Achievement Award, nominators and nominees are deemed to have accepted these Entry Rules. Please tick the box on the submission page to agree terms and conditions (mandatory field).

13. Enquiries

Nominators/nominees and general enquirers may direct their general inquiries to the Alumni Awards' dedicated email address AlumniAward@britishcouncil.org. Enquiries will be replied to within five working days.

Nominator/nominee declaration

I agree to the terms and conditions (mandatory field)*

Name: _____

Date: _____

Signature: _____