

University of Surrey Donor Charter

We are very grateful to all the University of Surrey's donors for their generous support. Their kind gifts help to invest in teaching, leading academic research, outstanding facilities and provide support to students from diverse backgrounds to thrive academically, personally, and professionally.

1. Our responsibilities

The University shall:

- Always uphold a donor's rights to privacy.
- Maintain strict confidentiality of all donor information to the extent required by this Charter.
- Use gifts effectively to support strategic objectives of the University of Surrey, in accordance with the donor's wishes.
- Never engage in the sale of any portion of our donor list or donor-related information.
- Conduct our financial affairs responsibly and in accordance with the requirements of our national and international regulators.

The University will assess each potential donation in accordance with its [Philanthropic Gift Procedure](#) and may choose to decline a gift.

2. Donor rights

Donors have the right to:

- Remain anonymous.
- Update their preferences regarding what information they consent to being published by the University at any time.
- Instruct the University to update or correct any inaccurate personal data.

Donors are entitled to:

- A copy of all personal information held by the University relating to themselves.
- Details of the University's exempt educational charitable status.
- A copy of the University of Surrey Donor Charter.

3. How donations will be used

The University will use donations to support our strategic objectives. The areas typically supported include:

- The promotion of teaching and learning opportunities for students, staff and the community through scholarships, bursaries or travel grants, awards and prizes and special lectures or events.
- The pursuit of academic research by funding for such things as equipment or stipends.
- Investment in services and facilities, including the library, teaching facilities and other University buildings.
- The promotion of student welfare and enhancement of the student experience through the provision of hardship funds and support for clubs and societies.

In cases where no specific designation is provided, the University will have the discretion to allocate the donation towards advancing our strategic objectives.

Where a donation is made with a specified preference for its usage, the University will make every effort to honour and fulfil those wishes.

It is important to note that the University's strategic objectives may evolve over time. In such situations, the University will work with appropriate bodies to find an alternative use for the donation, in accordance with relevant legislation, while still respecting the donor's original intentions.

4. Data Protection and Freedom of Information

The University will report internally on donations to the University Council and other internal governance groups. The University will not ordinarily disclose financial details of individual donations, though may choose to publish aggregated information.

The University of Surrey will manage a donor's personal data in accordance with our [Data Protection principles](#) and our [Our Data policy statement](#).

Specific guidance on alumni and supporter data and privacy can be found in our [Alumni and Supporter privacy notice](#).

The University is subject to the requirements of the Freedom of Information Act 2000. For further information, please see our [Freedom of Information guidance](#).

5. Giving feedback

Our relationship with the University's alumni, friends and supporters is extremely important to us. Our primary goal is to deliver a high-quality service as we raise funds, keep donors well-informed about the University of Surrey and update them on all the available benefits and services.

Should you wish to give feedback regarding the activities of the Advancement team please email alumni@surrey.ac.uk or write to us directly at Advancement, University of Surrey, Senate House, Stag Hill Campus, Guildford GU2 7XH.

For more information on this Donor Charter or any other aspect of Advancement's activities, please contact our Head of Alumni and Supporter Engagement, at alumni@surrey.ac.uk.

9 August 2023