



SchoolHub Platform Data Processing Agreement (DPA)

Effective Date: 17 March 2026

This Data Processing Agreement (“DPA”) forms part of the agreement between SchoolHub Platform (“Processor”) and the educational institution (“Controller”).

1. Roles

- The School is the **Data Controller**
- SchoolHub is the **Data Processor**

2. Scope of Processing

SchoolHub processes personal data only for:

- Student management
- Attendance tracking
- Financial processing
- Communication services

3. Types of Data Processed

- Personal identification data
- Academic records
- Financial data
- **Biometric data (fingerprints, RFID authentication)**

4. Purpose of Processing

Data is processed solely to:

- Provide SchoolHub services
- Ensure authentication and security
- Support school operations

5. Processor Obligations

SchoolHub shall:

- Process data only on documented instructions from the school
- Ensure confidentiality of all data
- Implement strong security measures
- Notify the school of any data breach

6. Security Measures

We implement:

- Encryption (data in transit and at rest)
- Access control and authentication
- Secure cloud infrastructure
- Monitoring and logging systems

7. Sub-processors

SchoolHub may use third parties for:

- Payment processing
- SMS delivery
- Cloud hosting

All sub-processors must meet data protection standards.

8. Data Subject Rights

SchoolHub assists schools in handling requests for:

- Access
- Correction
- Deletion
- Data portability

9. Data Retention and Deletion

- Data is retained only as necessary
- Upon termination, data may be deleted or returned to the school

10. Breach Notification

SchoolHub will notify the school without undue delay in case of:

- Unauthorized access
- Data leaks
- Security incidents

11. Audit Rights

Schools may request reasonable audits or compliance verification.

12. International Transfers

Data may be stored in secure cloud environments outside Rwanda with adequate protection measures.

13. Liability

Each party is responsible for its own compliance with applicable data protection laws.

14. Governing Law

This Agreement is governed by the laws of Rwanda.