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PRIVACY DIALOGUES

by EduLegaL

Conversations on Data Privacy, Protection & Trust in Education

An Awareness & Knowledge Series for Educational Institutions

STAGE | ADMISSION

Can we ask for Aadhaar in entrance exam forms?

And how long can we keep the entrance forms?

Swipe for the answers >

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QUESTION 1

Can we ask for Aadhaar in entrance exam forms?

No.

Not as a compulsory requirement. A candidate cannot be refused only because the Aadhaar field is blank.

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WHY

Compulsory Aadhaar is the wrong starting point

- The Supreme Court has held that Aadhaar cannot be made mandatory for school and exam admissions.
- Consent must be limited to the data truly needed. Other identity proofs do the same job.
- A form that rejects a blank Aadhaar field forces consent, and forced consent is not valid consent.

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WHAT TO DO

Fix the entrance form in four steps

1. Make the Aadhaar field optional.
2. Accept at least two other identity proofs.
3. Store only a masked number, if Aadhaar is given.
4. State the purpose in a short privacy notice.

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QUESTION 2

How long can we keep entrance exam forms?

Only as long as the purpose lasts.

But never less than one year from the date of processing. After that, erase, unless another rule or a pending dispute needs the record.

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A WORKING SCHEDULE

Fix one date for every entrance record

Not admitted

Erase after counselling, the grievance window and the one year minimum.

Admitted

Move to the student file. Follows the course period.

Answer scripts and OMR

Follow the university or regulator schedule, usually 1 to 3 years.

Dispute pending

Hold until the matter is closed.

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THIS WEEK

Check your entrance form today.

Is the Aadhaar field compulsory? Is there a written retention date for every entrance record?

Which entrance records are you still holding from years ago?

Follow EduLegaL for the next question.

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