



## Aptitude test

### Basis for the aptitude test

Some personal data are by nature particularly sensitive and therefore have a stronger protection. They are referred to as sensitive personal data<sup>1</sup>. As a general rule, the processing of sensitive personal data is prohibited. There are some exceptions to the prohibition on processing sensitive personal data in the GDPR, but the processing must always be done in a restrictive manner and with high standard of organizational and technical security measures.

The possibilities to process sensitive personal data for research purposes given in the Research Data Act and the Ethical Review Act are not applicable in education at basic and advanced level as this is not considered research<sup>2</sup>.

In prop 2007/08:44 Certain Ethical Review Issues etc. also states that “the Government believes that it is not reasonable to expect that students undergoing education at basic and advanced level will have acquired knowledge and insight to the extent required to ensure the protection of the persons involved in research. Therefore, students should not be burdened with the responsibility of carrying out activities involving human subjects where there is a risk of physical, psychological, or integrity-related harm to those subjects”.

It is therefore a major responsibility of each supervisor, in consultation with the course coordinator and examiner, to guide and enable students to handle sensitive personal data in student work.

### Management at Swedish Defence University

If student work at the Swedish Defence University involves the processing of sensitive personal data or information about crime, a suitability assessment must be carried out in addition to the rules that apply to sensitive personal data in the general data protection regulation (GDPR). This is similar to the ethical review of research studies carried out by the Ethical Review Authority.

The suitability test is carried out by the student and assessed by the supervisor in consultation with the course coordinator and examiner.

### Startingpoints for the aptitude test

The four research ethics principles; consent, information, confidentiality, and usage, form the basis of the suitability assessment, in accordance with:

#### Consent

- Consent must be obtained from the participants in the study.
- Consent must be voluntary, explicit, and tailored to the specific student work.
- Student work at FHS involving informants under age of 18 may require parental permission/consent. If the work involves informants under the age of 18, contact the supervisor for further assessment.

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<sup>1</sup> Sensitive personal data are data relating to ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, health, a person's sex life or sexual orientation, genetic data or biometric data used to uniquely identify a person (see the website of the Swedish Data Protection Authority for more detailed description of these special categories of personal data).

<sup>2</sup> If the student work is part of an existing research project, the student work is probably not covered by this publication.



- Consent may be withdrawn at any time with immediate effect. However, the data previously collected may be used in the study.

## Information

- Consent is only valid if the participants have been informed of the conditions for their participation in the study related to: the overall plan for the study, the purpose of the study, the methods that will be used, the consequences and risks that the study may entail, and that the Swedish Defence University is the research principal.
- Survey participants shall be informed that their participation is voluntary and that they have the right to withdraw at any time without prejudice.
- In their decision to participate or not to participate, survey participants must not be subject to undue pressure or influence.

## Confidentiality

- All data on identifiable persons shall be recorded, stored, and reported in such a way that individuals cannot be identified by outsiders. In particular, this applies to data that may be perceived as ethically sensitive. This means that it should be practically impossible for outsiders to access the data.

## Usage

- Data on individuals collected for this purpose may not be used or lent for any other use or purpose.

## Conducting the aptitude test

The suitability assessment is carried out by:

1. The student states in writing and briefly how requirements related to consent, information confidentiality and usage are taken into account in the student work, what consequences and risk the student work may entail, and what protective measures are used in the collection, processing and storage of data to protect the information.
2. The student submits the documentation to the supervisor, who, in consultation with course coordinator and examiner, checks whether it is necessary to process sensitive personal data within the scope of the student work, and if so, whether the requirements are met.
3. If the supervisor, in consultation with the course coordinator and examiner, assesses that it is necessary to process sensitive personal data in the student work, and that the student work meets the ethical requirements for processing sensitive personal data, it may be considered appropriate for student to carry out the student work.