

DATA PRIVACY NOTICE
applicable to candidates for admission to VIZJA University (UV)

Since 25 May 2018, we have been required to comply with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (the General Data Protection Regulation, "GDPR"). Therefore, in accordance with Article 13(1)(2) of the GDPR, we would like to provide you with some information about your personal data.

Who controls your personal data?

The controller in respect of your personal data will be Uniwersytet VIZJA (VIZJA University) (address: 01-043 Warszawa, Okopowa 59, E-mail: zgloszenia@vizja.pl) ("UV").

What are the purpose and basis of our processing of your personal data?

Your personal data will be processed for the following purposes:

- 1) as necessary for the purpose of processing your application for admission to UV,
- 2) for information purposes connected with UV's research, teaching and educational activities, on the basis of your consent you have given us – Article 6(1)(a) of the GDPR.

Your personal data will then be processed for the purpose of our delivery of your course/programme and maintaining records of your studies, including, in particular,

- 1) as necessary for us to comply with your information (reporting), data retention and statistical reporting obligations under, for example, the Polish Higher Education Act of 27 July 2005 (*Dz. U.* [Journal of Laws] of 2018, item 1168, as amended) – Article 6(1)(c) of the GDPR;
- 2) to ensure compliance with the terms of our agreement with you about your payments of course fees – Article 6(1)(b) of the GDPR,
- 3) to pursue and defend claims, which is our legitimate interest – Article 6(1)(f) of the GDPR.

Do you have to share your personal data with us?

No, you don't have to share your personal data with us, as it is your voluntary decision. However, sharing your data is necessary if you want us to process your application for admission to UV. It is also necessary for the purposes described above.

What are the categories of recipients of your data?

We expect to share your personal data with the following recipients: members of the admissions committee and members of the personnel of UV's departments (as authorised by the Controller), and other persons or entities authorised by to receive your personal data.

We may provide your personal data to any person or entity we work with in connection with our activities, to suppliers of postal, courier, accounting, legal and/or IT services, as well as to entities acting as our agents or intermediaries, or supporting us with, our admission processes and other forms of our educational activities.

What are your rights?

You have the right to request access to your personal data and to obtain copies of your data. You also have the right to have your data rectified and/or deleted, the right to restriction of the processing of your data, the right to objection to our processing of your data, the right to portability of your personal data, and the right to revoke your data processing consent at any time. If you wish to revoke your consent, you may do so by writing or sending an email to the Controller.

Can you lodge a complaint about the processing of your data? If yes, where?

You have the right to lodge a complaint about our processing of your personal data to the supervisory authority if you believe that our processing of your data is in violation of the GDPR.

How long will your data be processed and retained?

Your personal data will be processed and retained as long as it is necessary for the above purposes. After that, your data may be processed and retained until our claims (if any) expire.

Will our processing of your data be automated?

Your data may be processed in an automated manner, which includes profiling, and the purpose of the processing will be to assess the information held or to be held by the Controller, in addition to other purposes.

☒ I have read this data privacy notice and give consent for Uniwersytet VIZJA (VIZJA University) to process my personal data as necessary for the purpose of processing my application for admission to UV and for information purposes connected with UV's research, teaching and educational activities.