



## Privacy Statement

Pursuant to Articles 13 and 14 of EU Regulation No. 679/2016 of April 27, 2016 "General Data Protection Regulation" (hereinafter referred to as "Regulation") and Legislative Decree No. 196/2003 "Personal Data Protection Code", as amended by Legislative Decree No. 101 of August 10, 2018, containing provisions for the adaptation of the national system to the European Regulation

Data controller:	Sapienza University of Rome in the person of its legal representative <i>pro tempore</i> domiciled for the purpose in Piazzale Aldo Moro no. 5, postcode 00185 – Rome Contact details: E-mail: <a href="mailto:rettricesapienza@uniroma1.it">rettricesapienza@uniroma1.it</a> Certified e-mail: <a href="mailto:protocollosapienza@cert.uniroma1.it">protocollosapienza@cert.uniroma1.it</a>
Data protection officer:	Contact details: E-mail: <a href="mailto:responsabileprotezionedati@uniroma1.it">responsabileprotezionedati@uniroma1.it</a> PEC: <a href="mailto:rp@cert.uniroma1.it">rp@cert.uniroma1.it</a>
Director	Ms. Giulietta Capacchione – Director of the Academic Programmes and Education Welfare Area Contact details: E-mail: <a href="mailto:direzione.ardis@uniroma1.it">direzione.ardis@uniroma1.it</a> PEC: <a href="mailto:protocollosapienza@cert.uniroma1.it">protocollosapienza@cert.uniroma1.it</a>
Legal basis for the processing	Pursuant to Article 6(1)(c) and (e) of the GDPR, the processing is necessary " <i>for compliance with a legal obligation to which the controller is subject</i> " (sub-paragraph (c)) as well as " <i>for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller</i> " (sub-paragraph (e)).
Purposes and description of the processing	The data provided at the time of registration/enrolment in the selection procedure for participation in international student mobility programmes will be collected and processed by the Academic Programmes and Education Welfare Area for the following purposes: <ul style="list-style-type: none"><li>- participation in the public selection procedure, based on qualifications and interview;</li><li>- carrying out of the procedure;</li><li>- access to the equipment and resources needed to carry out the public selection procedure;</li><li>- sending communications relating to the selection procedure;</li><li>- sending notices concerning public order, natural disasters and climate-related events, university closures, staff strikes;</li><li>- publication of the final ranking list on the University's official website</li><li>- telephone or email interviews, video and audio recordings for the University's institutional communication (also on social channels and website)</li><li>- administration of institutional University questionnaires/surveys carried out in order to improve educational activities, services offered and/or student support.</li></ul>



	<p><u>Common personal data</u> will only be used for the designated institutional purposes, within the scope of the provisions of laws, regulations or contractual rules.</p>
<p>Nature of personal data strictly necessary to pursue the described purpose</p>	<p>Sapienza University of Rome will process the personal data of the following categories of data subjects:</p> <ul style="list-style-type: none"> <li>- candidates wishing to apply for the public selection procedure for participation in student and international mobility programmes</li> <li>- successful candidates in the selection (hereinafter, 'recipients').</li> </ul> <p>Specifically, the personal data processed are:</p> <p><b><u>Common personal data:</u></b></p> <ul style="list-style-type: none"> <li>- biographical data (name, surname, date and place of birth, tax code, residence and nationality)</li> <li>- contact details (e-mail and phone number)</li> <li>- photocopy of a valid identity document (passport in the case of a foreign subject)</li> <li>- visa and/or residence permit (in the case of a foreign subject)</li> <li>- scientific, educational and professional career data</li> <li>- qualifications, documents deemed useful for the selection procedure and any publications</li> </ul> <p><b><u>Judicial data:</u></b></p> <p>Data on criminal convictions and offences to the extent strictly necessary to perform the Controller's public interest duties.</p> <p><u>Limited to the category of recipients</u>, the University will also process:</p> <ul style="list-style-type: none"> <li>- banking data (IBAN code);</li> <li>- <b>data on the health condition</b> of the person concerned, in order to document requests for additional funds or suspension of mobility</li> </ul>
<p>Source of the data</p>	<p>The personal data in the possession of Sapienza University of Rome are collected directly from the data subject and indirectly from third parties.</p>
<p>Obligation to provide data</p>	<p><b>The conferral of data is an essential requirement for participation in the selection procedure, for the possible allocation, funding, implementation and recognition of mobility.</b></p> <p><b>Any refusal will lead to the impossibility of participating in the selection procedure and, consequently, to set up and carry out the aforementioned procedure.</b></p>
<p>Information, consent and consequences of a refusal</p>	<p><u>Consent</u> to the processing of personal data is essential for the performance of the indicated activity</p>



	<p>As a participant, you may refuse to provide some or all of the data that will be requested. <u>Any refusal may result in the impossibility of fulfilling legal obligations.</u> Furthermore, please note that <i>"The data subject has the right to withdraw his or her consent at any time. Revocation of consent shall not affect the lawfulness of the processing based on the consent before revocation. [...] Consent shall be withdrawn as easily as it is given"</i> (Art. 7(3) GDPR).</p>
Data processing methods	<p>The personal data provided will be processed in compliance with the aforementioned legislation and with the confidentiality obligations that govern the Controller's activity. The data will be processed both by computerized means and on paper or any other suitable support, in compliance with the adequate security measures pursuant to Article 5(1)(f) of the GDPR.</p>
Storage and retention	<p>Ultimately, the data will be retained for a period of time that does not exceed the fulfilment of the purposes for which they are processed ("principle of limitation of storage" in <u>Art. 5(1)(e) of the GDPR</u>) or in accordance with the deadlines laid down by the law.</p> <p>Candidates' personal data will be stored as follows:</p> <ul style="list-style-type: none"><li>- <u>with regard to candidates' applications and any attached documents</u>, for ten years from the submission of the documentation;</li><li>- <u>with regard to self-certifications and/or replacement statements</u> by the grantee, for ten years from the expiry of the contract</li></ul> <p>The remaining documents will be kept for an unlimited period of time for historical and/or statistical archiving purposes, pursuant to Recital 158 and Article 89 of the GDPR and Articles 97 et seq. Legislative Decree No. 196/2003, as reformed by Legislative Decree No. 101/2018.</p> <p>The management and storage of personal data collected for the purposes set out in this privacy statement take place on servers located within the University and/or on the servers of suppliers of certain services necessary for technical-administrative management which, for the sole purpose of fulfilling the service requested, may have knowledge of the personal data of the data subjects and which are duly appointed as Data Processors pursuant to Art. 28 of the GDPR.</p>
Notes on the rights of the data subject	<p>Please note that the data subject may request from the Data Controller, under certain conditions, access to personal data pursuant to Article 15 of the Regulations, rectification of the same pursuant to Article 16 of the Regulations, deletion of the same pursuant to Article 17 of the Regulations (where the latter does not conflict with current legislation on the storage of data and with the need to protect, in the event of legal disputes, the University and the professionals who have processed the data) or restriction of the processing pursuant to Article</p>



	<p>18 of the Regulations, or they may object to their processing pursuant to Article 21 of the Regulations, as well as being able to exercise the right to data portability pursuant to art. 20 of the Regulation.</p>
<p>Procedures for exercising rights and lodging complaints with the Data Protection Authority</p>	<p>Without prejudice to that stated above, data subjects may assert their rights pursuant to Articles 15-22 of the GDPR by using the contact details set out on page 1 of this privacy statement. For further information, you may consult the <i>Vademecum</i> for the exercise of rights published on the webpage <a href="https://www.uniroma1.it/en/pagina/privacy-office-sector">https://www.uniroma1.it/en/pagina/privacy-office-sector</a> in the specific section "Exercise of personal data protection rights".</p> <p>In the event of a breach of the provisions of the Regulation, you also have the right to lodge a complaint with the Supervisory Authority pursuant to Article 77 of the Regulation. In Italy this function is executed by the "Garante per la protezione dei dati personali" (Italian Data Protection Authority) (<a href="https://www.garanteprivacy.it/">https://www.garanteprivacy.it/</a>).</p>
<p>Categories of data subjects</p>	<p>A) Candidates wishing to participate in the public selection procedure for participation in international student mobility programmes</p> <p>B) Successful candidates in the selection process organised by the University</p>
<p>Categories of recipients</p>	<p>Within the limits relevant to the purposes of processing mentioned above, the data of candidates and recipients will be communicated and/or in any case made accessible to the employees and collaborators in charge of the competent Erasmus Offices of the Faculty and of the University's Central Administration, in their capacity as persons authorised to process them.</p> <p>The University's Central Administration may also communicate the personal data of data subjects to:</p> <ul style="list-style-type: none"><li>- Ministry of University and Research (<i>M.U.R.</i>) through the CINECA platform;</li><li>- Certifying authorities when checking replacement statements made for the purposes of Presidential Decree No. 445/2000;</li><li>- Police Headquarters, Single Immigration Desk and Public Prosecutor's Office with respect to residence permits and the recognition of particular <i>statutes</i>;</li><li>- members of the selection committees.</li><li>- European Commission;</li><li>- Erasmus+ National Agency <i>Indire</i></li><li>- Regional Managing Bodies;</li><li>- Judicial Authority and Public Security Authority (for the conduct of preliminary investigations pursuant to Article 326 et seq. of the Code of Criminal Procedure);</li><li>- Ministry of Economy and Finance;</li><li>- Unicredit (Sapienza Treasury Service)</li><li>- International universities where the mobility activities will take place;</li></ul> <p>Lastly, the University may communicate the data to individuals and legal entities that provide consultancy or service activities for the Faculties and/or the University. In this case, such persons will perform the function of Data Processor in accordance with Article 28 of the GDPR.</p>
<p>Communication and transfer abroad</p>	<p>The data are communicated abroad.</p>