

INFORMATION ON PERSONAL DATA PROCESSING

This information is provided with reference to the processing of your personal data pursuant to article 13 and 14 of EU Regulation 2016/679 – General data Protection Regulation.

1. IDENTITY AND CONTACT DETAILS OF THE PROCESSING OWNER

The Processing owner is Humanitas University, Tax Code 97692990159, with registered offices in Pieve Emanuele (MI), Via Rita Levi Montalcini no. 4, represented by the pro tempore Chief Executive Officer.

2. DATA PROTECTION OFFICER

The Data Protection Officer (DPO) can be contacted by email at: dataprotectionofficer@humanitas.it

3. PURPOSES AND LAWFUL BASIS OF THE PROCESSING

Your personal data (such as, but not limited to, name, surname, email address and curriculum vitae and ID document, etc.) will be used in order to process your request to take part in the ERASMUS programme or observership at our facility. Your data may also be used:

- for the management of all of the necessary administrative procedures;
- for the provision of teaching activities;
- for the election of student representatives in the university's bodies;
- for the provision of extra-curricular activities;
- for the provision of student services;
- to allow access to observerships at the Humanitas Mirasole S.p.a. hospital (ICH) when required.

The lawful basis legitimising the processing of your personal data for the abovementioned purposes is the carrying out of the obligations arising from the execution of a contract to which you are party and the execution of pre-contractual measures adopted at your request, ex article. 6 letter b) of Regulation 679/2016. The provision of this data is compulsory and we are unable to evaluate your request if it is not made available.

All processing operations will always be carried out in compliance with the principles of relevance, not excess, and minimisation, in relation to the intended purposes

4. RECIPIENTS AND AREAS IN WHICH PERSONAL DATA MAY BE COMMUNICATED

Your personal data will be processed by suitably trained Humanitas University members of staff (employees and/or collaborators). Your data may also be transferred to third parties under contract or other partnership agreements for administrative or institutional purposes and for carrying out and assisting with the services provided, and which operate depending on the situation as Owners or those responsible for the processing, such as but not limited to:

- a) the Ministry for Education, University and Research
- b) Humanitas Mirasole S.p.a.
- c) the university of origin at the end of the programme

In any event, the list of those responsible is available for consultation at the Humanitas University's head offices or by writing to dataprotectionofficer@humanitas.it

In the event of a suspected offence and when explicitly requested, data may be supplied to the Judicial and Public Safety Authorities.

Except in such cases, personal data is never supplied to third parties by any means and for any reason.

No dissemination of any kind is permitted.

5. PERIOD OF DATA RETENTION

Your personal data will be stored for the time needed to guarantee full compliance with the terms stipulated by the law. The personal data of those who make an application which is not further pursued will be stored for a period of not more than ten years.

6. RIGHTS OF THE PERSON CONCERNED, THEIR EXERCISE AND DATA PROTECTION OFFICER (DPO) CONTACT DETAILS

With regard to the personal data processed for the service described above, you have the right to access any data concerning yourself at any time, know how it was acquired, check if it is correct, complete, updated and properly stored, exercise your rights according to EU Regulation 2016/679 article 15 and the following articles (the right to access data, right to revoke, correct or delete said data, the right to restrict or object to its processing, the right to transfer data) by writing to the Data Protection Officer (DPO), Via Manzoni 113, 20089 Rozzano (Milan), email: dataprotectionofficer@humanitas.it.

For any other issue relating to data protection, please always consult the DPO.

Should you become aware of a violation of the law concerning the processing of your personal data, you can make a complaint to the Guarantor for the protection of personal data. This does not exclude the possibility of making an appeal to the competent Judicial Authority.