

INFORMATION UNDER NATIONAL AND EU LEGISLATION ON PERSONAL DATA PROTECTION

1. Introduction

Under articles 13 and 14 of Regulation (EU) 2016/679 on "protection of individuals concerning the treatment of personal data" (hereinafter also "GDPR"), we provide the requested information on the treatment of personal data concerning Your person ("Data") used by Saint Camillus International University of Health and Medical Sciences - UniCamillus (hereinafter also "University" or "UniCamillus").

2. Identity and contact details of the data treatment procedure Owner

The data treatment procedure Owner is the Saint Camillus International University of Health and Medical Sciences - UniCamillus, with registered office in Via di Sant'Alessandro 8, 00131 Rome.

3. Categories of Personal Data

Among the Data that the University treats are:

- Common data: Personal data, Contact information, education, data on income/financial situation, biometrical data (your image in digital format);
- Particular categories of personal data as stated in art. 9 of the GDPR (e.g. state of health data, disability, racial or ethnic origin).

We also inform you that, in the university building, there is a closed circuit video surveillance system, appropriately signalled before its own range of action by means of the application of information plaques, as under the General Video Surveillance Provision issued by the Guarantor Authority for the protection of personal data ("Guarantor") on April 8th, 2010 ("Video Surveillance Provision"). Therefore, the Data also include your image displayed and/or recorded via closed circuit video surveillance systems.

4. Purpose of the treatment and legal basis

The data provided by you will be processed for the following purposes:

- a) Registration for the admission test/calls for application, enrolment in other activities promoted by UniCamillus, implementation of the matriculation process and other requirements related to the position of the student/user of the various initiatives, execution of the institutional functions of the University, as well as the use of other services (e.g. scholarships and grants, cultural activities and sport events organized by the university, etc.), post-graduation education activities promoted by the University and consistent with your study plan, and for extra-curricular internship services and job placement services;
- b) Sending communications and informative material with automated and non-automated contact procedures regarding the education programme and related services, for your participation and registration to courses, seminars, orientation activities (e.g. Open Day, Career Day), organized directly by the University and/or in collaboration with it, grant of scholarships and also for the evaluation of your degree of satisfaction;
- c) Response to requests for information sent by You to the University;

- d) Execution of administrative, accountancy, fiscal and patrimonial activities;
- e) Subject to Your prior specific consent, sending communications and informative material with automated and non-automated contact procedures, concerning: registration to events organized by UniCamillus – Saint Camillus International University of Health Sciences partners and/or third parties, promotional activities, cognitive and statistical surveys, researches initiatives;
- f) Release and management of identification tools at the disposal of students and/or users in order to guarantee the control of physical access to classrooms, laboratories and University premises in general; access to services at the disposal of students;
- g) Company assets safety and protection purposes;
- h) Management of claims and controversies; prevention/suppression of frauds or any illegal activity;
- i) Communication, publication, circulation as well as storage in IT or paper archives of images and videos of students and staff, during the execution of didactic activities. This material can be recorded in order to produce videos and multimedia products to be used as advertising, informative and publicity tools about the University activities. Images and multimedia products can be published, freely allowed, on institutional websites, social networks and on any other broadcast mean (booklets, brochures, periodicals, newspapers, exhibitions, etc..).

The legal basis of the treatment consists of:

1. For the purposes mentioned in sub a), b), c) and f):
 - With reference to the Common Data, the execution of the contract you are part of or the execution of pre-contractual measures, such as participation in the admission test;
 - With reference to particular categories of personal data, the response to the request for information and the issue of identification instruments, the need to fulfil the obligations and exercise Your rights with regard to social protection for purposes connected with the teaching support activities, the use of economic benefits or additional services linked to the performance of the University's institutional activities.
2. For the purposes mentioned in sub d), the fulfilling of the legal obligations;
3. For the purposes mentioned in sub e), the consent given by you.
4. For the purposes mentioned in sub i), the consent given by you. The consent to the provision of data is optional. If you do not give your consent, you are excluded from filming and photography. The consent is expressed via:
 - filling in this form for people systematically filmed (e.g., Professors)
 - the voluntary act of the interested party to stay present when filming/photography/recording, etc. are made.
5. For the purposes mentioned in sub g) and h), the legitimate interest of the Owner.

The provision of data is not mandatory, but any refusal to provide Your data will result in the inability to proceed with Your enrolment at the University, to perform administrative activities related to the position of student/education initiatives user, to comply with legal obligations, as well as to follow up on your requests and/or to allow You to participate to courses, seminars, activities and events organized by the University. On the contrary, it is understood that Your refusal to consent to the treatment for the purposes mentioned in sub e) and f) will not allow the University to pursue only the purposes indicated therein.

5. Treatment methodologies

The treatment of personal data is performed through manual, informatic and telematic instruments, with logics strictly related to the purposes end, however, in a way which guarantees the safety and confidentiality of the data in accordance with the applicable rules.

6. The data retention period

The University will use the data for the time strictly necessary to the pursuit of the abovementioned purposes, except the eventual terms of retention provided by the law or regulations. Only the images detected by the video surveillance circuits are instead saved for a period of time compliant to the requirements of the "Video Surveillance Provision".

7. Categories of individuals to whom data may be communicated

Your data may be communicated to external Companies/Entities, in order to comply with legal obligations or internal regulations of the University and/or to allow the execution/provision of the service requested by You and, in particular, to:

- Public and private Entities or competent Authorities;
- Banking Institutions;
- Entities and Institutions;
- Entities and various organizations for purposes related to the performance of the University's institutional activities (e.g. supplementary educational activities, internship, professional guidance and placement activities, cultural promotion and scientific and didactic information);
- External Companies/Entities for supporting the University in sending communications and informative material, also concerning promotional activities, as well market research;
- Companies that operate in the substitutive archive services sector.

8. Transfer of personal data outside the EU area

Personal data may be transferred to countries outside the EU, and, in particular, in case of services that are located outside the European Union (e.g. cloud storage). In this case, the Owner ensures from now on that the transfer of data outside the EU will take place in compliance with the applicable legal provisions, for example, only after the stipulation of the standard contractual clauses adopted by the European Union.

9. Data Protection Officer

The University has appointed the Data Protection Officer (DPO), reachable by e-mail: rpd@unicamillus.org.

10. Rights of the interested party

As the interested party, you have the right to:

- a) Request to the Owner the access and deletion of the data, the amendment and the integration of the incorrect/incomplete ones, as well as the limitation in their use in the cases provided for by art. 18 of the GDPR;
- b) Oppose, at any time, in whole or in part, to the treatment of the data necessary for the Owner's interest legitimate pursuit;
- c) When are present the conditions for exercising the right to portability under the art. 20 of the GDPR, receive in a structured format, of common use and readable by an automatic device, the data provided to the Owner, as well as, if technically feasible, transfer them to another Owner without impediments;
- d) at any time, Revoke the consent given;

e) Lodge a complaint to the competent supervisory Authority.

Please note that the right of the party concerned to oppose, for the purposes mentioned in the art 4) letter e) of this notice, by means of automated modalities is extended to the traditional ones and that, in any case, the possibility remains for the party concerned to exercise, even only partially, the right to oppose. Therefore, the interested party can decide to receive communications only via traditional tools or to receive only automated communications or none of the two types.

These rights can be exercised by sending a registered mail to UniCamillus - Saint Camillus International University of Health Sciences, Via di Sant'Alessandro 8, 00131 Rome, or via e-mail at rpd@unicamillus.org.

I declare that I have read the Notice regarding the treatment of personal data

_____ (Date e place) _____ (Signature)

CONSENT TO THE TREATMENT OF PERSONAL DATA

In relation to the treatment of my data for the purposes referred to in paragraph 4 lett. e) of this notice (sending of communications and informative material with automated and non-automated contact modalities, concerning: registration to events organized by UniCamillus – Saint Camillus International University of Health Sciences partners and/or third parties, promotional activities, cognitive and statistical surveys, research initiatives), I

☐ give my consent ☐ deny my consent _____

_____ (Date e place) _____ (Signature)

CONSENT TO THE TREATMENT OF PERSONAL DATA - IMAGES

In relation to the treatment of my data for the purposes referred to in paragraph 4 lett. I) of this notice (Communication, publication, circulation as well as storage in IT or paper archives of images and videos of students and staff, during the execution of didactic activities. This material can be recorded in order to produce videos and multimedia products to be used as advertising, informative and publicity tools about the University activities. Images and multimedia products can be published, freely allowed, on institutional websites, social networks and on any other broadcast mean (booklets, brochures, periodicals, newspapers, exhibitions, etc..), I

☐ give my consent ☐ deny my consent _____

_____ (Date e place) _____ (Signature)