

Dear User ("You"), hereinafter, pursuant to section 13 of the Regulation EU 2016/679 (hereinafter "GDPR") You can find the information about the processing of your personal data.

This notice is provided not only to fulfill to the law duties about Data Protection matter, but also because We believe in the fundamental importance of personal data's protection for Our institutional activity.

Data Controller and Data Protection Officer (or "DPO")

The Data Controller, namely the legal person which determines the purposes and means of the processing of personal data, is the University of Piemonte Orientale "Amedeo Avogadro" ("We" or "Us") with the following contact data: Rettorato, via Duomo, 6 – 13100 Vercelli – Affari Giuridici, e-mail address affarigiuridici@uniupo.it.

The University has appointed a DPO, contactable at the email address dpo@uniupo.it.

Purposes and legal basis for the processing operations

Your personal data will be processed:

- a) for the correct management of the application to participate in courses or events organized by the University or to send you any responses and information you have requested or to communicate to you, by email, notices, communications or updates relating to the outcome of the application (where they will take place and at what times, any changes, etc ...).
- b) for the correct fulfillment of legal obligations such as fiscal, administrative and accounting obligations related to the application.
- c) prior to the issue of your consent, expressed in a free, specific, informed and unequivocal manner through the tick on the check box at the bottom of the form, your contact details (email address) will be used to send invitations to training events and initiatives that you may interested in. The consent given can be withdrawn at any time, without prejudice to the processing activity carried out before the withdrawal, following the instructions in the section "Data subject's rights".

Source and categories of personal data processed

We collect personal data directly from you when you fill in the form.

The form clearly indicates which data are mandatory to allow Us to managing in the right manner your application. Any refusal to provide such data makes it impossible for the University to properly manage these aspects.

The form also indicates which data are optional. In this case the legal basis for the processing operations is your consent and you can withdraw it at any time

Categories of parties to whom your personal data can be disclosed or transferred abroad

The data may only be accessed by authorized subjects duly instructed (also regarding the compliance with security measures and confidentiality obligations) pursuant to Articles 29 GDPR and 2-quaterdecies of the Code for the protection of personal data (for instance: staff of the University that deals with the management of administrative aspects related to the management of the application to participate in the course).

The data may be further accessed, as independent data controllers or data processors pursuant to art. 28 GDPR, by professionals and consultants appointed by the data controller (such as, for example, the accountant for the proper management of tax obligations or other providers of ancillary services).

In order to obtain an updated list of the subjects who may access the personal data, you can send a communication by email to the address of the DPO dpo@uniupo.it, taking care to specify the reason for the request.

The data will not be disclosed and will not be transferred to a third country (or site outside the European Economic Area) or an international organization.

If it is necessary to transfer the data to a third country located outside the European Economic Area, the University guarantees that such transfer will only take place in the presence of a decision of adequacy of the European Commission or other appropriate guarantees provided by the Laws on the protection of personal data (such as, for example, the stipulation of standard contractual clauses with whom will received the data).

Data retention period or criteria used to establish that period

The data will be stored in compliance with civil and fiscal obligations (e.g. civil obligation to keep accounting records and further company correspondence for 10 years) and for a period of time not exceeding the one necessary for the purposes for which they were collected or subsequently processed, also in connection to any management of litigation with the User.

Data subject's rights

The data subject has a wide range of rights, listed below:

- Right of access to personal data.
- Right of rectification.

- In the cases provided by law, the right to the erasure of data (so-called right to be forgotten).
- In the cases provided by law, the right to limitation of data processing.
- In the cases provided by law, the right to data portability.
- In the cases provided by law, the right to oppose to the processing activities.
- In the case of processing based on consent, the possibility of withdrawing it at any time without prejudice to the lawfulness of the processing based on consent subsequently revoked.

For all such requests, the data subject may use the contact details of the Data Controller or the DPO e-mail account dpo@uniupo.it.

In relation to a processing operation that the data subject considers not to be in compliance with the law, it is possible to lodge a complaint with the competent supervisory authority which, for Italy, is the Italian Data Protection Authority.

Alternatively, the data subject may lodge a complaint with the Authority of the EU State in which he resides or habitually works or in the place where the alleged violation occurred.