

INFORMATION OF THE PROCESSING OF YOUR PERSONAL DATA

Pursuant to Article 13 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 (General Data Protection Regulation; hereinafter the “General Regulation” or “GDPR”), this is to inform you that:

1. The **controller** of your personal data is the **Jagiellonian University**, of ul. Gołębia 24, 31-007 Kraków, Poland, represented by the President of the University (*Rektor Uniwersytetu Jagiellońskiego*).
2. **The Jagiellonian University has appointed a Data Protection Officer** (*Inspektor Ochrony Danych*), Room 31, ul. Gołębia 24, 30-007 Kraków. The Officer can be contacted by e-mail at iod@uj.edu.pl or by telephone at +48 12 663 12 25.
3. Your personal data as entered in the Application Form (enrollment request form) will be processed – **on the basis of your consent (see below) – in order to enable you to take part in an intensive program organized by the Institute of Polish Language and Culture for Foreigners of the Jagiellonian University in Kraków in the 2021/2022 academic year:**
 - to be added to the list of participants and entered in the Institute of Polish Language and Culture for Foreigners database;
 - to have your name added to the class attendance rosters;
 - to have your name added to the language course lists with permission to post such lists in the Institute of Polish Language and Culture for Foreigners rooms;
 - to be added to the lists prepared for various events, such as field trips;
 - to draft a certification, a certificate, a transcript, etc., with permission to forward it to the institution of your choice
 - if separate consents are granted – for the Institute of Polish Language and Culture for Foreigners to use your image for promotional purposes.
 - if a separate consent is granted – for the Institute of Polish Language and Culture for Foreigners to send information about its programs.
4. The supply of your personal data is voluntary; however, it is necessary in order for you to take part in the program. **Failure to supply personal data will result in your illegibility for the program.**
5. Your personal data will be **made available to:** institutions, businesses, and individuals cooperating with the Institute of Polish Language and Culture for Foreigners for the purposes of the program, for example institutions whose facilities are to be visited by the participants as part of the program and who require a list stating the participants’ names before admitting them.
6. Your personal data will be **stored for the duration** of the program, and upon its conclusion for the **period required by the law for archival purposes** or until your consent is canceled (unless the continued storage of such data is a mandatory legal requirement).
7. You have **the right to:** access the content of your data and request their rectification, erasure, portability, or restriction of processing, and also the right to object to the processing thereof for marketing purposes – in the cases and on the terms set out in the General Regulation.
8. You also have **the right to withdraw your consent** at any time, without affecting the lawfulness of processing based on your consent before its withdrawal. The withdrawal of your consent to the processing of your personal data can be:
 - sent by e-mail to: polish.for.foreigners@uj.edu.pl, iod@uj.edu.pl;
 - sent by traditional mail to: **Institute of Polish Language and Culture for Foreigners ul. Grodzka 64, 31-044 Kraków, Poland**; or
 - effected personally by appearing at the **Institute of Polish Language and Culture for Foreigners, ul. Grodzka 64, 31-044 Kraków, Poland.****The consequence of the withdrawal of your consent** to the processing of data shall be the **removal of your name from the list of participants of the relevant program.**
9. You have the right to lodge a complaint with the **President of the Office for Personal Data Protection in Poland** (*Prezes Urzędu Ochrony Danych Osobowych*) if you find that that the processing of your personal data violates any of the provisions of the GDPR.

I acknowledge that I have read and understand the information provided above.

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city, date, and legible signature

