

Informational Clause GDPR for students and doctoral students

1. Personal Data Controller

The controller of your personal data is the University of Silesia in Katowice. You can contact the controller in the following ways:

- 1) by sending a letter to the following address: Bankowa 12 St., 40-007 Katowice
- 2) or by e-mail: administrator.danych@us.edu.pl

2. Data protection officer

You can contact the data protection officer in all matters relating to the processing of personal data and your personal data processing rights in the following ways:

- 1) by sending a letter to the following address: Bankowa 12 St., 40-007 Katowice
- 2) or by e-mail: iod@us.edu.pl

3. The purposes of the processing and the legal basis for the processing

We will process your personal data for purposes related to the education process and handling doctoral students' matters. An integral part of fulfilling the purpose mentioned above is to keep in touch with you through various ways of communication: by traditional mail, e-mail or telephone. In addition, your education process is supported by websites addressed to the academic community.

Your personal data will be published pursuant to Article 6(1) point a, c, e and f or to Article 9(2) point a of the 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) :

- 1) Your freely given consent to the processing of personal data for the purpose of receiving marketing e-mails;
- 2) Your freely given consent to the processing of personal data in the extent of image and promotional purposes;
- 3) Your explicit consent to the processing special categories of personal data (Article 9(1) GDPR), in particular for the purpose of applying for material support or providing support to disabled people, etc.

We will ask for your consent, each time, indicating a different purpose for personal data processing. Should you decline to submit your personal data, we will not be able to achieve the objective specified above.

- 4) compliance with a legal obligation to which the controller is subject, resulting in particular from the Tertiary Education and Science Act and its secondary legislation;

- 5) performing a task carried out for reasons of public interest, i.e. doctoral students' education process, creating conditions for people with disabilities to participate fully in the education process, resulting from Article 11(1) of the Tertiary Education and Science Act and its secondary legislation.

Provision of personal data is a prerequisite for carrying out of the education process and handling doctoral students' matters. Should you decline to submit your personal data, we will not be able to achieve the objective specified above.

- 6) legally legitimate interests pursued by the controller or by a third party in order to inform you in particular about: events important in the life of the University, including social, cultural and popular science, about courses and trainings - not including commercial content (not intended to produce a commercial effect); about events significant in student life, including academic ceremonies.

The Tertiary Education and Science Act on the one hand imposes on Universities public tasks to be carried out (Article 11), on the other hand, it guarantees them autonomy in all areas of their operation under the terms of the Act (Article 9(2)), which allows universities to define specific goals and forms of activity within the framework of the status set by law. Carrying out the tasks indicated in the above Act and using the granted autonomy, following the European University tradition, the University of Silesia in Katowice organizes academic ceremonies. These celebrations serve to deepen the integration of the academic community, and at the same time carry out such statutory tasks of the university as educating and raising students and disseminating and promoting achievements of science and culture. Proper organization of the celebration requires the processing of your personal data by the University of Silesia in Katowice.

4. The period of storage of personal data

We will store your personal data until the education process is completed and for archival purposes, according to the A category, perpetual. We are obliged to do so by the law, on the basis of which the Consistent Itemised File List of the University of Silesia is kept. However, in the case of processing your personal data on the basis of freely given consent expressed by you, we will keep it until consent to processing is withdrawn, unless the law allows us for their further processing.

5. The recipients of the personal data

Your personal data may be transferred to the processors on our behalf and bodies or public authorities entitled to obtain data on the basis of mandatory legal provisions, e.g. courts, law enforcement authorities or state institutions, when they make a request, based on an appropriate legal basis.

6. Rights related to the processing of personal data

You have the following rights related to the processing of your personal data:

- 1) right to withdraw consent to the processing of data, more information look below;
- 2) right to access your personal data - processed in the USOSweb system through the individual account of the doctoral student concerned and in a traditional way in doctoral student's personal files or other documentation which can be read in the Doctoral School or at the various Faculties or other organizational units of the University of Silesia for purposes related to the education process. The doctoral student can change the selected privacy settings in the tab My USOSweb / Preferences;
- 3) right to demand the rectification of your personal data that is inaccurate and right to have incomplete personal data completed;
- 4) right to obtain from the controller the erasure of personal data, especially if you withdraw your consent for processing, if there is no other legal basis for processing. This right is not applicable when the processing of data is necessary for the performance of obligations under the law;
- 5) the right to request restriction of processing Your personal data;
- 6) the right to object to the processing of your personal data, on grounds relating to your special situation, in cases where we process your data on the basis of our legally justified interest, including for the purposes of direct marketing or the performance of a public task. NOTE: in the case of processing for the direct marketing purposes, you have the right to object at any time regardless of the particular situation;
- 7) the right to transfer data, i.e. the right to receive your personal data from us, in a structured, commonly used computer readable format. You may send the data to another data controller or request that we transfer your data to another controller. However, we will do this only if such data transfer is technically possible. The right to data transfer is possible only with respect to the data that we process in an automated way, in electronic form, on the basis of an agreement with you or on the basis of your consent;
- 8) the right not to be subject to decisions based solely on automated processing including profiling;
- 9) right to lodge a complaint with the supervisory authority in charge of the personal data protection, namely the President of the Personal Data Protection Office.

The right to withdraw consent

To the extent that your data is processed on the basis of consent - you have the right to withdraw consent to the processing of data at any time. The withdrawal of consent does not affect the lawfulness of the processing which was carried out on the basis of your consent before its withdrawal. You may withdraw your consent by sending a statement of withdrawal of consent to our mailing address or e-mail address: iod@us.edu.pl

Katowice, date.....

I acknowledged the note.....

(legible signature)

Katowice, date.....