Privacy notice pursuant to Articles 13 and 14 of EU Regulation 2016/679 ("GDPR") for users who intend to register for admission tests and state exams, for users who intend to matriculate for courses of study, and for students, undergraduates, graduates, postgraduates and doctoral students at the University of Rome Tor Vergata

1. Data Controller and DPO	**Data Controller:** University of Rome Tor Vergata - Address: Via Cracovia 50, 00133, Roma (RM) - Telephone: 0672598753 - e-mail: rettore@uniroma2.it - Certified e-mail (PEC) rettore@pec.uniroma2.it **Data Protection Officer (DPO):** - Address: Via Cracovia 50, 00133, Roma (RM) - Telephone: 06 7259 2151 - e-mail: rpd@uniroma2.it - Certified e-mail (PEC): rpd@pec.torvergata.it Further information on the University's activities related to privacy can be obtained by writing to the following e-mail address: privacy@uniroma2.it (Tel. 0672592151).
2. Categories of personal data	The University of Rome Tor Vergata ("University") will process data related to pre-enrolment, date acquired at the time of online enrolment, during the training course and after the end of the student career to enroll in specialization courses and doctorates, as part of its institutional activities. Personal data will be processed in accordance with the principles set forth in Article 5(1) GDPR. In particular, the University will process personal data of users such as: - identification data (first name, last name, date and place of birth, social security number, residence and citizenship); - copy of valid identity document; - contact details (e-mail and telephone number); - career-related data (educational qualifications and publications); - data related to political office; - bank details; - *curriculum vitae*/resume; - handwritten signature; - type of high school diploma (grade, province, institute and year of graduation); - chosen degree program; - chosen graduate school; - income and assets data; - where the Data Subject applies for benefits for the right to study (e.g., reduced fees, scholarships, etc.), the University will acquire the ISEE-U attestation (Indicatore della Situazione Economica Equivalente, according to the Italian acronym); - equivalent ISEE-U attestation, within the limits of students belonging to households with income abroad, containing indication of income of household members, family status and any certificates of ownership; - stipend amount, and any amounts of sums not due, in the case of residents; - start and end dates of employment, any periods of

	decentralization or abroad, in the case of students in specialization schools; - Social security data in the case of students in specialization schools; - any statements made pursuant to Articles 19, 46 and 47 of Italian Presidential Decree ("DPR") No. 445/2000. The University will also process special categories of personal data pursuant to Article 9(2) GDPR, such as: - data related to one's refugee status for the use of exemptions and scholarships; - data related to one's health status for activities of mediation of the relationship with teachers, interpreting activities, specialized tutoring, transportation and similar services for all students with disabilities or specific learning disorders, for reimbursement of university fees and contributions (certificates of disability, recognition of handicap, D.S.A. and medical certifications for temporary difficulties), for requests for suspension, reactivation and/or renunciation of scholarships for doctoral students, as well as for figurative contributions within the stipend of interns; - judicial data within disciplinary proceedings against students; - union membership; - judicial data related to detained students; - data related to one's health condition for the completion of self-certification on the delphi.uniroma2.it website upon entering the University's facilities, as prescribed by the Security Protocol for General and Campus Administration in effect as of September 28, 2020.
3. Source of personal data	Personal data will be collected directly by the person concerned and indirectly by third parties. In the latter case: - for foreign students, the personal data of those who have obtained a visa will be sent by the Embassies; - for students of the Faculty of Medicine and Surgery who have passed the admission test, the data will be sent by the MIUR; - for students transferring from other Universities or participating in joint courses of study with other Universities, the data will be transmitted by other Universities.
4. Purposes of data processing and legal basis	Personal data provided at the time of enrollment, during the course of training, or subsequent to his or her career, will be collected and used within the limits established by law and implementing regulations and will be processed for institutional purposes in accordance with Article 6(1)(c) GDPR. Special categories of personal data will be collected and used within the limits established by law and processed for the purposes of Article 9(2)(g) GDPR. Specifically, the above data will be collected and processed for the following purposes: a. registration and holding of admission tests; b. enrolment/registration, enrolment in years subsequent to the first one and attendance of university courses in-situ and distance learning (e-learning mode); c. pre-admission to Level I and II university master's degree programs, in-presence and distance learning;

	d. registration at online platforms of Faculties dedicated to the management and organization of teaching; e. calculation of amounts of fees and contributions due, refund of fees and contributions; f. electronic payment of fees and contributions due, to be made on the PagoPA platform; g. transfer from another university; h. university career management; i. degree attainment; j. reporting as part of quality control of the work and services provided by the University; k. use of orientation services; l. use of telematics and e-mail services; m. use of library services; n. access to laboratories and other protected facilities; o. use of grants, concessions and services related to the right to university study; p. disbursement of scholarships or economic contributions financed by public or private entities/companies for participation in postgraduate study courses; q. enrollment and performance of postgraduate courses (e.g. masters, graduate schools, doctoral courses, 24 C.F.U./university credits training pathway, schools of specialization); r. receipt of scholarships, allowances, prizes or subsidies for the purpose of postgraduate study or professional training, in the event that the person concerned is not bound by employment relationships with the University, pursuant to Article 50, paragraph 1, letter c) of DPR No. 917/1996 (Testo Unico delle Imposte sui Redditi/TUIR); s. enrollment and holding of state examinations; t. enrollment in and attendance of training and higher education courses, including one-day courses; u. registration for selection calls for part-time collaborative assignments for activities related to university services reserved for students enrolled in the Faculties/Macro-areas of the University and their execution; v. management of the selection procedure of tutors and activities related and consequent to the awarding of the grant (methodological, didactic, transversal and orientation tutoring services, as distinguished by the "University Regulations for Tutoring"); w. management of the selection procedure and activities related and consequent to the awarding of the check for specialized tutoring services, assistance, social inclusion, faculty relationship mediation activities, interpreting activities, transportation and support services for people with disabilities or specific learning disorders (D.S.A.); x. archiving and preservation of records pertaining to the university career, both with regard to studies carried out and any positions held, and degrees awarded;

	y. conduct in remote mode of admission tests and educational activities, including orientation and tutoring, as well as verification of learning, including graduation sessions, in accordance with Decree Law No. 18/2020 ("Cure Italy") - converted into Law No. 27/2020 - and sector regulations (in particular Law No. 240/2010, "Norms on the Organization of Universities"), as well as the order of the Guarantor for the Protection of Personal Data No. 64 of March 26, 2020; z. access to the University's premises in compliance with the Security Protocol for General and Campus Administration in effect as of September 28, 2020. The data of students who, if any, test positive for Covid-19 will be communicated to the Local Health Authority for the reconstruction of the chain of possible contacts with a view to combating and containing the spread of the Covid-19 virus. aa. access and registration to the platform referred to in the link https://sviluppoorganizzativo.uniroma2.it for the use of the services rendered by it; bb. establishment/accession and management of Interdepartmental Centers, Interdepartmental Service Centers, inter-university collaboration and participation in consortia and research companies pursuant to DPR No. 382/1980; cc. substitute statements pursuant to Articles 19, 46 and 47 of DPR No. 445/2000; dd. remuneration of trainees and possible transfer abroad pursuant to Italian Legislative Decree No. 368/99; ee. management of allowances for service in health facilities (so-called "De Maria" Law) pursuant to DPR No. 382/80, Italian Legislative Decree No. 517/99 and subsequent intervening amendments; ff. activities of recovery of undue checks pursuant to Article 40, paragraph 5, of Legislative Decree No. 368/99, reminder activities pursuant to Article 1219 and Article 2493 of the Italian Civil Code, transmission for any related legal actions; gg. provision and management of the online booking service of the teaching rooms, libraries, counter and video counter of the University secretariats; hh. use of the Athenaeum service for the calculation of the ISEE- U attestation. The Data Controller does not use automatic processes aimed at profiling the Data Subject.
5. Categories of recipients of personal data	Within the limits pertinent to the processing purposes indicated, the data will be communicated and/or in any case accessible to the teachers of the chosen course of study, to the employees and collaborators in charge of the competent offices of the University, in their capacity as authorized subjects for processing. The University may communicate the personal data it holds to: - Schools, researchers, services involved in defining actions aimed at improving the quality of teaching; - external companies entrusted with the management of tests (especially in the case of courses with a local programmed number), CISIA (as autonomous Data Controller), Embassies (in relation to any visa issued);

	- companies that print the degree scrolls; - certifying administrations when checking replacement declarations made for the purposes of DPR No. 445/2000; - local authorities for the purposes of any subsidies in favour of particular categories of students; - State Attorney's Office, Ministry of Foreign Affairs, Questure (Police Offices), Public Prosecutor's Office in relation to residence permits, recognition of particular status; - insurance bodies for the resolution of accident cases; - Regional Management Bodies; - Bodies with administrative-management autonomy set up in accordance with current regulations on the right to university studies and other institutions to promote international student mobility, for the purposes of assessing the economic benefits and the allocation of housing; - National Health Service and peripheral branches (Azienda Sanitaria Locale/A.S.L.), together with contracted health facilities; - Inland Revenue Agency for 730 in the case of doctoral or postgraduate students; - MIUR (Ministry of Education, University and Research); - PagoPA; - public and private entities to allow students to benefit from facilitations, subsidies and services. In order to favour their integration in the territory and in the university environment, data concerning exchange students may also be communicated to bodies, institutes, associations or cooperatives; - funders of prizes, doctoral scholarships and grants, including foreign bodies, in the case of students and/or doctoral students who have benefited from funding; - Public or private entities/companies funding scholarships for participation in postgraduate studies; - other Italian and foreign universities, involved in training courses with the issue of joint degrees; - professional orders and colleges; - penitentiary services; - Region and Territorial Labour Directorate; - CARIS (University Commission for the inclusion of students with disabilities and D.S.A.); - members of the Examination Boards; - External bodies/companies providing training and professional updating services; - Public or private bodies where teaching or research or internship activities related to the chosen course of study could be carried out (national or foreign); - Consorzio Interuniversitario CINECA; - ANVUR (Agenzia Nazionale di Valutazione del Sistema Universitario e della Ricerca); - Institutions that are home to Degree Courses for the Health Professions ("training site"); - Training sites for Schools of Specialization. Finally, the Data Controller may communicate the data to natural and legal persons who provide consultancy or service to the University. In this case, these subjects will act as Data Processors relative to and for the purposes of Article 28 GDPR.

6. Data retention period	The data collected will be stored for a period of time not exceeding the achievement of the purposes for which they are processed ("principle of storage limitation", Article 5 GDPR) or in accordance with the deadlines required by law. The data will be stored in accordance with the rules regarding the conservation of administrative documentation. The data necessary to reconstruct the student's career will be kept indefinitely.
7. Rights of the Data Subject	The Data Subject is entitled to: - ask the Data Controller (by writing to the e-mail address privacy@uniroma2.it), relative to Articles 15, 16, 17, 18, 19, 20, 21 GDPR, access to their personal data and the rectification or cancellation of the same or the limitation of their processing or to oppose their processing, in addition to the right to portability of data; - lodge a complaint with the Italian supervisory authority (Garante Per La Protezione Dei Dati Personali, Piazza Venezia 11, protocollo@gpdp.it, http://www.garanteprivacy.it).
8. Obligation to provide personal data	The provision of data is a necessary requirement for the provision of the services requested by users. Any refusal will imply the impossibility to provide the requested services.
9. Data processing methods	The personal data provided will be subject to processing operations in compliance with the abovementioned regulations and the confidentiality obligations that inspire the activity of the Data Controller. Personal data will be processed both by computer and on paper and on any other suitable type of support, in compliance with the appropriate security measures pursuant to Article 5(1)(f) GDPR.
10. Transfer of personal data to non EU countries	For the purpose of pursuing the above institutional purposes, personal data collected may have to be transferred to a country outside the European Union (so-called "third country"). The Data Controller assures from now on that such transfer will only take place to third countries with respect to which there is an adequacy decision of the European Commission (Article 45 GDPR) or to third countries that provide one of the guarantees indicated as adequate by Article 46 GDPR.
11. Privacy Notice version	28th of October, 2022