Appendix 4

**Information and access to personal data**

Pursuant to article 13 paragraph 1 and paragraph 2 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 - GDPR) we inform that:

1. The administrator of personal data is Poznan University of Technology, pl. Marii Skłodowskiej-Curie 5, 60-965 Poznań, contact: email:[biuro.rektora@put.poznan.pl](mailto:biuro.rektora@put.poznan.pl), telephone: [+48 61 665 3639](tel:+48616653639).
2. The administrator of personal data has appointed the Data Protection Officer, Mr. Piotr Otomański, email: [iod@put.poznan.pl](mailto:iod@put.poznan.pl).
3. Personal data is processed for the recruitment of candidates for studies or for Doctoral School. Personal data is processed based on: article 69 of Act of 20 July 2018 – Law on Higher Education and Science, § 15 paragraph 1 of Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies in conjunction with article 6 paragraph 1 letter c GDPR.
4. The data of accepted for studies will be processed in order to carry out the education process and stored for a period of 50 years
5. Personal data of candidates may be shared with IT service providers (article 28 paragraph 1 GDPR), they can also be made available to authorities authorized to process them on the basis of legal provisions. Personal data of candidates performing the payment are shared with the payment service provider on the basis of a separate consent for the disclosure of data (article 6 paragraph 1 letter a GDPR).
6. Any data subject has the right to access their data and the right to have it rectified. Each person has the right to request the administrator of personal data to restrict data processing. Persons whose personal data are processed on the basis of article 6 paragraph 1 letter c of GDPR, as in this case, are not entitled to transfer personal data or to object to further processing. The list of processed data is presented in the enrollment system after logging in. Each person has the right to lodge a complaint to the President of the Office for Personal Data Protection.
7. Providing personal data is required to participate in the recruitment process. Providing personal data is required on the basis of the above-mentioned legal acts. Failure to provide personal data prevents participation in recruitment.
8. No automated decisions are made based on stored personal data.

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candidate's signature