



UNIVERSITY
OF WARSAW



Annex 1
to the Rules for financing research visits at the University of Warsaw for students and doctoral students from foreign universities from the funds of the IDUB Action IV.2.2 "Inclusion of talented young scientists in research teams"

APPLICATION FORM

Name and Surname	
Name of the home university and country	
Name of UW department	
Duration of visit	
Citizenship	
Phone number	
E-mail address	
Date of visit at the UW	
Date and signature	

Approval of the Head of the organisational unit	
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Personal data processing notice

Data Controller

The University of Warsaw, 26/28 Krakowskie Przedmieście, 00-927 Warsaw is the Controller of your personal data processed as part of the Arrivals Programme under the action no IV.2.2. *Inclusion of talented young scientists in research teams – research visits for students and doctoral students from foreign universities* within the Excellence Initiative Research University Programme.

You can contact the Controller:

- via mail: University of Warsaw, 26/28 Krakowskie Przedmieście, 00-927 Warsaw (indicate the organizational unit that is the addressee of the correspondence);
- by phone: 22 55 20 000.

Data Protection Officer (DPO)

The Controller has appointed a Data Protection Officer (DPO) who may be contacted via e-mail at: iod@adm.uw.edu.pl.

You may contact the DPO in all matters regarding your personal data processing by the University of Warsaw and executing your rights related to personal data processing.

However, the DPO's duties shall not include other matters, such as providing information on the research and the form of conducting the research.

Purposes of and legal basis for processing

Your personal data shall be processed for the purpose of your participation in the Arrivals Programme. The full scope of data shall be processed for the purposes of documenting the research and the data processing consent provided. Research results shall be published in a pseudonymised form.

The basis for personal data processing is provided by Article 6(1)(a) of the GDPR¹ (personal data processing consent) and Article 9(2)(a) of the GDPR in respect to special categories of data – data concerning nationality.

Providing standard data and data related to special categories of personal data is voluntary, but necessary for your participation in the Arrivals Programme.

You may withdraw your consents for personal data processing at any time by sending an e-mail to the following address: przyjazdy.idub.bwz@uw.edu.pl.

Please also be reminded that withdrawal of your consent shall not affect the lawfulness of processing based on your consent before its withdrawal.

Data retention period

Your data shall be processed for the period of your participation in the Arrivals Programme and then for the period during which the documentation related to the implementation of the Excellence Initiative –

¹ 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) (OJ L 119 of 4 May 2016, p. 1 as amended).

Research University Programme at the University of Warsaw is subject to control and audit by the competent authorities. After this period, personal data shall be anonymised.

Data recipients

Access to your personal data shall be granted to authorised employees of the University of Warsaw who must process your data in relation to your participation in the Arrivals Programme.

Data transfers outside of the European Economic Area (EEA)

We use forms and drives provided by Google. Your data shall be processed by Google, our G-Suite for education service provider (with whom we have signed a personal data processing agreement) at their data processing centers².

Rights connected with data processing

We guarantee you the ability to exercise all your rights according to the principles specified by the GDPR, i.e. the right to:

- access the data and receive a copy;
- rectify (correct) your personal data;
- restrict personal data processing;
- erase personal data (subject to Article 17(3) of the GDPR);
- lodge a complaint with the President of the Personal Data Protection Office if you believe that the personal data processing violates the personal data protection laws.

Obligation to provide data and consequences of failure to provide data

Providing data is necessary to enable your participation in the Arrivals Programme. Failure to provide the data shall prevent you from taking part in the Programme.

Data processing consent clauses

- **consent for the processing of regular data:**
"I hereby consent for the University of Warsaw to process my personal data included in the Application Form for the purpose of my participation in the Arrivals Programme.
- **consent for the processing of special categories of personal data:**
"Pursuant to Article 9(1)(a) of the GDPR, I hereby consent for the processing of special categories of data related to nationality which has been included in the Application Form to be processed by the University of Warsaw for the purpose of my participation in the Arrivals Programme.

Name and surname: _____

Date and signature: _____

² <https://www.google.com/about/datacenters/inside/locations/index.html>