**Data Privacy Notice for PhD Students**

Pursuant to Art. 13 (para.1 and para.2) and art. 14 (para.1 and para. 2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46 / EC [GDPR], we inform that:

* 1. The administrator of personal data is the University of Zielona Góra, 65-417 Zielona Góra, ul. Licealna 9; REGON 977924147; tel. 68-328-2000, fax: 68-327-0735; www.uz.zgora.pl;
	2. The administrator has appointed a Data Protection Officer, who may be contacted concerning your data being processed via e-mail: IOD@adm.uz.zgora.pl or by phone: 603 474 724.
	3. We will process your personal data for purposes resulting from the education course, including for the purposes of applying for financial assistance, granting a place in a student house, participation in PhD students organizations, as well as for archival and statistical purposes related to the statutory activity of the Administrator.
	4. An inseparable element of the above-mentioned goals' implementation is to maintain contact with you by means of various communication channels, i.e. traditional mail, e-mail, telephone. In addition, the education process is supported by websites addressed to the academic community.
	5. The legal basis for the processing of your personal data for the purposes of the education process is Art. 6 (para. 1) (c) of the GDPR, i.e. fulfillment of the legal obligation incumbent on the administrator, resulting in particular from the Act on Higher Education, executive acts issued on its basis and internal acts adopted at the University of Zielona Góra; and in the remaining scope, art. 6 para.1 (A) of the above-mentioned Regulations. The administrator also processes your data for the purposes related to the course of the study process, pursuant to art. 6 (para.1) (a) of the GDPR - obtained on the basis of your consent, i.e. your telephone number, your e-mail address, your image.
	6. The processing of personal data requires your consent if it is made for purposes and in the scope exceeding personal data necessary for the purposes of the education process.
	7. Providing personal data is voluntary, but necessary for the implementation of the education process. If the data is not provided, it will not be possible to implement the above-mentioned purpose.
	8. We will ask you for your consent each time, indicating each separate purpose of processing your data, in a situation where the law does not provide grounds for their processing. We will process your personal data when you give your voluntary consent.
	9. The recipients of your data are authorized employees of the University, the Ministry of Science and Higher Education, entities and persons providing the Administrator with insurance services or legal services, and other entities to which the Administrator entrusted personal data. The recipients of the data are also institutions and entities legally authorized to receive your data on the basis of relevant legal provisions.
	10. Your personal data will not be transferred to third countries or international organizations.
	11. Your personal data will be kept for 50 years, [the Act of July 14, 1983 on the national archival resource and archives (Journal of Laws of 2020, item 164)] from the date of your graduation.
	12. You have the right to:
	13. have access to your personal data (pursuant to Article 15 of the GDPR),
	14. rectify your personal data (pursuant to Article 16 of the GDPR),
	15. delete your personal data (pursuant to Article 17 of the GDPR),
	16. request the Administrator to limit the processing of personal data, except for the cases referred to in art. 18 (para. 2) of the GDPR; the right to limit processing does not apply to storage to provide legal remedies or to protect the rights of another natural or legal person, or for reasons of important public interest of the European Union or a Member State,
	17. file a complaint to the President of the Personal Data Protection Office, if you feel that the processing of personal data violates the provisions of the GDPR.
	18. If the processing is based on Article 6 (para. 1) (a) or Article 9 (para. 2) (a) of the GDPR (consent of the person), you have the right to withdraw your consent at any time without affecting the lawfulness of processing based on consent before its withdrawal. The declaration of withdrawal of consent to the processing of personal data requires its submission in writing to the Administrator's address or in an electronic form to the following e-mail address: IOD@adm.uz.zgora.pl.
	19. Your data will not be processed in an automated manner, including in the form of profiling.