# PRIVACY STATEMENT PURSUANT TO ARTICLE 13 OF REGULATION (EU) NO 679/2016 OF 27 APRIL 2016

This privacy policy is issued pursuant to Art. 13 of Regulation (EU) 2016/679 of hereinafter the ‘Regulation’) on the protection of natural persons with regard to the processing of personal data and compliance with the legislation on the processing of personal data and the free movement of such data.

**This privacy statement refers to the administrative processes of enrolment on and awarding degrees for the Masters (Levels I and II) and specialisation courses at the Politecnico di Milano.**

# Data Controller

The Data Controller is the Politecnico di Milano, in the figure of the General Director delegated by the pro tempore Rector, contact: dirgen@polimi.it.

# Data Protection Officer and contact points

E-mail: privacy@polimi.it.

**Purpose of data processing, legal basis, categories of data and retention period.**

For the purposes of the application of the relevant European and national legislation (EU Regulation), we inform you that your personal data will be used for the following purposes:

|  |  |  |  |
| --- | --- | --- | --- |
| Purpose of the processing | Legal basis of the processing | Categories of personal data subject to processing | Retention period of personal data |
| Purpose 1Management of registration and enrolment procedures. | Public interest(Art. 6(1e) of the EU Regulation; Min. Decree 270/2004 and Regulations for Level I and II Master’s, Specialisation Courses and Continuing Education - Rector’s Decree No 6485 of 05.30.2024). | * Personal details;
* Identifying data;
* Contact details;
* Data relating to academic, curricular and professional qualifications;
* Payment details (registration fee and stamp duty).
 | Indefinitely. |
| Purpose 2Awarding of degree. | Public interest(Art. 6(1e) of the EU Regulation; Min. Decree 270/2004 and Regulations for Level I and II Master’s, Specialisation Courses and Continuing Education - Rector’s Decree No 6485 of 05.30.2024). | * Personal details;
* Identifying data;
* Contact details;
* Data relating to academic, curricular and professional qualifications;
 | Indefinitely. |
| Purpose 3Statistics and historical and scientific research. | Public interest(Art. 6(1e) of the EU Regulation). | * Aggregated and anonymous data, without the possibility of identifying the data subject.
 | Indefinitely. |

# Nature of the data

The provision of the requested data is mandatory. Refusal to provide the data prevents us from fulfilling the intended purposes.

# Processing methods

The processing is carried out solely for the purposes of enrolment and awarding of the degree, in order to allow participation in Masters Level I and II and Specialisation courses delivered by managing bodies, in accordance with the provisions of university regulations. The processing for which the Politecnico di Milano is responsible falls within the institutional activities of the university, pursuant to Art. 6(1e) of the EU Regulation) and are carried out using electronic tools.

The data are also stored in digital format indefinitely due to the obligations of transparency and proper functioning of public administration.

The personal data collected shall be processed by duly authorised staff of the Politecnico di Milano and by authorised staff of the Managing Bodies, who act on the basis of specific registered instructions, provided in relation to the purposes and methods of the processing, in accordance with the provisions of Art. 29 of the EU Regulation.

Enrolment entails qualification as a ‘student of the Politecnico’ and enables the provision of the following services:

* E-mail services of the Politecnico di Milano
* University library services
* Alumni registration (following graduation)
* Career Services (following graduation)

For the services shown above, please refer to the relative privacy statements published on <https://www.polimi.it/en/the-politecnico/communication/privacy>

# Categories of recipients

In relation to the purposes indicated, personal data may be disclosed to the categories of public and/or private entities mentioned below, or may be disclosed to companies and/or persons based in Italy or abroad that provide services, including externally, on behalf of the Data Controller.

In particular, personal data may also be disclosed to other public administrations, including in anonymous form in the event that the latter are obliged to process such data for any procedures within their institutional competence, as well as to any public entities to which, under the relevant conditions, disclosure is legally required by the provisions of European law other, laws or regulations, in addition to insurance bodies for any accident reports.

The data may be processed by the following third parties:

* Managing bodies, which carry out activities in accordance with the provisions of Art. 7 of the Regulations for Masters Level I and II Courses, Specialisation Courses and Continuing Education at the Politecnico di Milano. There may therefore be communications between the Politecnico di Milano and the Managing Body, necessary for the execution of the administrative procedures of enrolment, payment of stamp duty and tuition fees, and issuing the final qualification.
* Entities external to the Politecnico di Milano, in their capacity as Data Processor pursuant to Art. 28 of the EU Regulation;
* Public and private entities in order to facilitate the orientation, training and professional placement of the university students and graduates.
* Public and private entities requesting confirmation of self-certifications received, pursuant to the 'Consolidated law on law and regulatory provisions on administrative documents’ - Presidential Decree No. 445 of 28 December 2000, as amended by Article 15 of Law No. 183 of 2011.
* Professional associations for the issue of professional training credits.
* Partner entities of the course manager.

**Transfer to non-EU countries or international organizations**

Personal data shall be processed by the Data Controller within the European Union.

Should it become necessary for technical and/or operational reasons to use entities located outside the European Union, or should it become necessary to transfer some of the collected data to technical systems and services managed in the Cloud and located outside the European Union, data processing shall be regulated in accordance with Chapter 5 of the Regulation and authorised on the basis of specific decisions by the European Union. All of the necessary precautions shall therefore be taken to ensure the maximum protection of personal data, basing the transfer on:

1. adequacy decisions on recipient third countries made by the European Commission;
2. appropriate guarantees provided by the recipient third party under Art. 46 of the EU Regulation;
3. the adoption of *Binding Corporate Rules*.

# Data Subjects’ rights

As a Data Subject, you can ask the Data Controller for the following at any time:

* confirmation of any personal data held concerning you;
* access to your personal data and related information; the rectification of inaccurate data or the completion of incomplete data; the deletion of personal data concerning you (where any of the conditions indicated in Art. 17(1) of the Regulation apply and in compliance with the exceptions provided for in paragraph 3 of the same article); the restriction of the processing of your personal data (where one of the conditions indicated in Art. 18, paragraph 1 of the Regulation applied); the transformation into anonymous form or the blocking of data processed in violation of the law, including those that do not need to be kept for the purposes for which the data were collected or subsequently processed.

As a data subject, you also have the right to object in whole or in part, for legitimate reasons, to the processing of personal data concerning you, even if pertinent to the purpose of the collection.

These rights can be exercised by contacting privacy@polimi.it.

If you believe that your rights have been violated by the Data Controller and/or a third party, you have the right to lodge a complaint with the Personal Data Protection Authority (in Italy, www.garanteprivacy.it) and/or other competent supervisory authority pursuant to the Regulation.