### Applicant:

Name and surname: ………………………………………………………………..

Address: ……………………………………………………………………………….

Distance from home in km.[[1]](#footnote-1) …………………………

Album No.: ……………………

Application deadline[[2]](#footnote-2) .......................

### APPLICATION FOR ACCOMODATION IN A STUDENT HOUSE

I kindly request to be granted a place in Student House No. 1 "Sabinki," located at al. Niepodległości 147 for: one semester / the entire academic year.[[3]](#footnote-3)

1. I am a full-time / part-time student in my …………… year.[[4]](#footnote-4)
2. I have a disability certificate with the symbol ..............,

degree of disability: mild/moderate/severe[[5]](#footnote-5)

1. My type of disability is: mobility disability / visual disability / other (please specify)[[6]](#footnote-6) …………………………………………………………………………………………………………………………………………

### REASONS TO LIVE IN A ROOM ADAPTED TO THE NEEDS OF PEOPLE WITH DISABILITIES

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………I attach copies of the disability certificate to the application.

**Applicant’s Signature …………………………………………**

## Personal data processing notice:

### Data Controller

The Controller of your data is the SGH Warsaw School of Economics in Warsaw with its registered office at al. Niepodległości 162, 02-554 Warsaw, hereinafter referred to as “SGH”.

### Data Protection Officer

The Controller has designated a Data Protection Officer who monitors whether the data are processed properly; you may contact them via e-mail at: iod@sgh.waw.pl.

### Purpose of processing

Your personal data will be processed in order to process your application for a place in the Student House and, if granted, to conclude and execute a contract for the use of a place in the Student House.

### Legal basis for the processing

The legal basis for the processing of personal data is Article 6(1)(b) of the GDPR[[7]](#footnote-7) (processing is necessary to take steps prior to the conclusion of a contract and its subsequent performance). In the case of data belonging to special categories, the legal basis for processing is Article 9(2)(b) of the GDPR (processing is necessary to fulfil the Controller’s obligations in the area of social protection in connection with the provisions of the Act of 20 July 2018 - Law on Higher Education and Science[[8]](#footnote-8).

### Data recipients

Where the Controller uses the services of other entities, personal data may be disclosed to them on the basis of personal data processing Contracts and those entities will be required to preserve the confidentiality of the data processed.

### Processing period

The personal data you provide in connection with your application will be processed for the period necessary to process the application, and then, in the case of a successful application, for the time necessary for the execution and settlement of the contract, and after its completion for the period of storage of financial and accounting records.

### Information about required provision of data

Provision of data is a prerequisite for processing the application and, subsequently, for concluding a contract for the use of a place in the Student House. In case of failure to provide personal data and information proving that the criteria for granting a place in the Student House are met, the application will be rejected and it will not be possible to conclude a contract.

### Rights in relation to the processing

With regard to the processing of your data, you have the right of access, rectification, restriction of processing, and erasure of data in specific cases defined by law. Your data is not subject to profiling and no automated decisions are made based on it.

### Right to lodge a complaint with a supervisory authority

You have the right to lodge a complaint with a supervisory authority – the President of the Personal Data Protection Office – if you believe that the processing of your personal data violates the GDPR.

……………………………………………

(place, date)

### DECISION no.……

**On granting / refusing to grant a place in the Student House to a student / doctoral student with disabilities at the SGH Warsaw School of Economics.**

Pursuant to § 2(4) and § 15(4) of the Regulations of the SGH Student House, attached to the Rector’s Regulation No. 47 dated 9 September 2016. Office for Accessibility and Support for Persons with Disabilities

grants / refuses to grant: Mr / Ms ……………………………………………………………………………………………………..

with the album no. .................................... a place in the Student House No. 1 "Sabinki," in room no. ............. for the summer/winter semester / academic year ...................................

…………………………………………… ……………………………………………

Signature of Applicant Signature of BON Employee

1. Pursuant to § 6(4) of the Regulations of the SGH Student House, in the case of persons with disabilities, it is possible to waive the rule of the required 40 km distance between the place of permanent residence and the School. [↑](#footnote-ref-1)
2. The BON accepts applications for the next academic year by **26 June**, and for first-year SL [first-cycle] and SM [second-cycle] students/doctoral candidates **by 20 August**. [↑](#footnote-ref-2)
3. Delete as appropriate [↑](#footnote-ref-3)
4. Delete as appropriate. [↑](#footnote-ref-4)
5. Delete as appropriate. [↑](#footnote-ref-5)
6. Delete as appropriate and describe the type of disability [↑](#footnote-ref-6)
7. 1. Regulation of the European Parliament and of the Council (EU) 2016/679 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 repealing Directive 95/46/EC (General Data Protection Regulation) (OJ EU L 119 of 04.05.2016, p. 1, as amended), Act of 20 July 2018 - Law on higher education and science (i.e. Journal of Laws 2022, item 574, as amended). [↑](#footnote-ref-7)
8. [↑](#footnote-ref-8)