Annex 3:
INFORMATION ON PROCESSING OF PERSONAL DATA

According to art. 13. 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 2016 L 119/1 SGH Warsaw School of Economics informs that:

1. Controller
The controller of personal data is SGH Warsaw School of Economics with its seat in Warsaw, al. Niepodległości 162, hereinafter referred to as SGH.

2. Data Protection Officer
You may contact the Data Protection Officer designated by SGH via e-mail iod@sgh.waw.pl.

3. The purposes and legal basis of processing of personal data
Your personal data will be processed for the purposes of conducting the selection procedure for the „European Week" and - if you qualify - for the process of organizing your mobility abroad.

The legal basis for processing of personal data is:

- point (c) of Art. 6 (1) GDPR (necessity for compliance with a legal obligation), point (e) of Art. (1) GDPR (necessity for the performance of a task carried out in the public interest) and The Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws [Dz.U.] of 2024 item 1571as amended);
- point (b) of Art. 6 (1) GDPR (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract).

4. The recipients or categories of recipients of the personal data
Your personal data will not be shared with other entities, except for:

- entities authorized under the law;
- entities which process personal data on the basis of contracts for entrusting the processing of personal data;
- partner university where you leave (the list of universities is attached as Appendix 1 to the regulations);
- institutions supervising exchange programs and imposing reporting obligations - European Commission and institutions authorised by EC.

5. Transfer of personal data to the third countries
In the case of taking part in program organised in the United Kingdom (at The London School of Economics and Social Science) that is based outside the European Union and the European Economic Area, the transfer of personal data to this university will be done on the basis of Point Art. 45 (1) GDPR (European Commission's decision on adequate level of personal data protection in the UK).

6. Obligation to provide personal data and consequences of failure to provide such data
Providing personal data is necessary for the purposes of participating in the application process. Failure to provide personal data will make it impossible for you to participate in the application process.

7. The period for which the personal data will be processed
Your data will be processed during the application process, then for the duration of storing of financial and accounting documentation, processing for archiving and reporting purposes in accordance to applicable law as well as rules of exchange programs. If you qualify for mobility abroad, processed in accordance with the course of study, and then will be archived and stored for 50 years.

8. The rights of data subject
You have the right to access, rectify your data, erase data in cases provided for by law and restrict the processing thereof.

You have the right to object, on grounds relating to your particular situation, to processing of personal data based on point (e) of Article 6 (1) GDPR.

No automated decision-making will be conducted based on your personal data.

9. The right to lodge a complaint
You have the right to lodge a complaint with a supervisory authority if you consider that the processing of your personal data infringes upon GDPR.