

**INFORMATION ABOUT THE PROCESSING OF THE PERSONAL DATA OF SITE USERS**  
**In accordance with Article 13 of Regulation (EU) 2016/679**

Ca' Foscari University of Venice ("University"), as part of its institutional aims and in fulfillment of the obligations set forth in art. 13 of EU Regulation 2016/679 ("Regulation"), provides information regarding the processing of personal data you have provided by completing the online pre-enrollment form for the selection process to access courses.

**1) DATA CONTROLLER**

The Data Controller is Ca' Foscari University of Venice, it has its registered office in Dorsoduro n. 3246, 30123 Venice (VE), represented by the Rector.

**2) DATA PROTECTION OFFICER**

The University has appointed the "Data Protection Officer", who can be contacted by writing to the e-mail address [dpo@unive.it](mailto:dpo@unive.it) or to the following address: Ca' Foscari University, Venice, Data Protection Officer, Dorsoduro n. 3246, 30123 Venice (VE).

**3) PURPOSE OF THE DATA PROCESSING AND THE NATURE OF THE DATA PROCESSED**

The completion of the pre-enrollment form allows users, who have already completed the registration procedure online at [www.unive.it](http://www.unive.it) ("Site"), to participate in the selection process for the courses which they wish to attend.

The pre-enrollment procedure provides for the mandatory submission of your personal data and contact details (which will be automatically acquired from the registration form on the Site and which you can modify or add to here), career data and educational qualifications. Failure to provide data, in whole or in part, will prevent completion of the aforementioned procedure. Should you require assistance in carrying out the tests according to Law 104/1992, regarding a disability or for a Specific Learning Disorder (SLD), it will be necessary for you to indicate data of a sensitive nature and the type of aid required, attaching a valid certification, complete with diagnosis. In the absence of such data, it will not be possible to provide the requested assistance.

The University will process its data for the selection process to enroll in courses in accordance with its institutional aims. The legal basis for processing is article 6.1.e) of the Regulation (execution of a task of public interest) for common data and article 9.2.g) of the Regulation.

**4) DURATION OF DATA STORAGE**

The data will be stored in accordance with the rules on the conservation of administrative documentation.

**5) PARTIES AND CATEGORIES OF PARTIES WHO HANDLE PERSONAL DATA**

For the purposes mentioned above, in addition to specifically authorized employees and University collaborators, personal data may also be processed by subjects who offer the University core or additional services.

**6) RIGHTS OF USERS AND HOW TO EXERCISE THEM**

As a user, you have the right to obtain from the University, in the cases provided for by the Regulations, access to personal data, the correction, integration and cancellation of the data or the limitation of data processing or to opt out of the data processing itself (Article 15 and following articles of the Regulations). The request can be submitted, without any special formalities, by contacting the Data Protection Officer directly at [dpo@unive.it](mailto:dpo@unive.it) or by sending a communication to the following address: Ca' Foscari University Venice - Data Protection Officer, Dorsoduro 3246, 30123 Venice. Alternatively, you can contact the Data Controller, by send a PEC email to [protocollo@pec.unive.it](mailto:protocollo@pec.unive.it).

Users who believe that the processing of their personal data is in violation of the provisions of the Regulations also have the right to file a complaint to the Data Guarantor, as per article 77 of the Regulation, or to take pursue action through the appropriate judicial offices (Article 79 of the Regulation).