Information on pre-evaluation process
in accordance with Art. 13 of the EU General Data Protection Regulation 679/2016

Ca' Foscari University of Venice (“the University”) provides the applicants, in accordance with Articles 13 of the EU General Data Protection Regulation 679/2016 (‘GDPR’), with the following information in relation to the processing of their personal data collected through the form available at: https://apply.unive.it/.

1) Data Controller

Ca’ Foscari University of Venice, legally represented by the Rector, acts as the data controller. Its registered office is Dorsoduro n. 3246, 30123 Venice (VE).

2) Data Protection Officer

The University has appointed a Data Protection Officer (‘DPO’). For any question about the processing of personal data, please contact the DPO at dpo@unive.it or at: Ca’ Foscari University, Venice, Data Protection Officer, Dorsoduro n. 3246, 30123 Venice (VE).

3) Purposes of the data processing and type of personal data processed

The pre-evaluation procedure provides for the mandatory submission of your personal data (first name, surname, gender, country of residency, citizenship, date and place of birth), passport’s number and its issue/expiry date, your email address, phone number, postal address, Skype ID, picture, academic cv and education qualification, and the email address of the emergency contact. Failure to provide data, in whole or in part, will prevent completion of the aforementioned procedure and will prevent the University to get in touch with you to assist in the completion of the procedure, or to understand the reasons why you have not completed the procedure.

The University will process your personal data to conduct the pre-evaluation procedure and to contact you to assist you in completing the procedure or to ask you the reasons why you did not complete the same. The legal basis for abovementioned processing of personal data is represented by Art. 6.1.e) of the GDPR (“the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller”).

After obtaining your consent, the University may send periodic newsletters relating to University initiatives to the e-mail address indicated by you, or other cultural events, or send you communications that inform you about University events, presentations and appointments. You can opt out of these mailings by accessing the appropriate link at the bottom of each e-mail. Failure to provide consent or its subsequent revocation will not entail any consequence in terms of your pre-evaluation procedure and the services offered by the website: https://apply.unive.it/. The legal basis for this processing of personal data is your consent (art. 6.1.a) of the Regulation).

4) Retention period

Applicants’ personal data will be stored in accordance with the law related to the storage of administrative documents.

5) Third parties and recipients of 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 services or accessories strictly connected to the University's institutional activities.

6) Data subject rights

In accordance with Art. 12-21 of the GDPR, you have the right to request the access, rectification, portability, and erasure of your personal data as well as the restriction and objection of the processing of your personal data. You can exercise the above-mentioned rights by contacting the Data Protection Officer directly at 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 University, by sending a PEC email to protocollo@pec.unive.it.

If you feel that your personal data has not be handled correctly, you may lodge a complaint with the Garante per la Protezione dei Dati Personali (Art. 77 of the GDPR) or seek judicial remedies before the Court (Art. 79 of the GDPR).