



PRIVACY POLICY

Introduction

Luiss Guido Carli University (henceforth named Luiss or University) is a private university in Italy.

The University is the Data Controller of any personal data that you supply when applying for the “Expression of Interest for Find Your Star digital challenge” selection procedure. This means that Luiss makes the decisions on how your data is processed. Personal data is information that could identify you.

This policy describes how Luiss collects and uses your personal data for the selection procedure “Expression of Interest for Find Your Star digital challenge”, in accordance with the General Data Protection Regulation (art.13 Reg. EU/2016/679 - GDPR) and associated data protection legislation, highlighting also your rights as guaranteed by the law.

Types of personal data we collect about you

In order to evaluate your application, Luiss collects the following data:

- Identifying data (name, last name, date and place of birth, F.C., nationality, ID)
- Contact data (permanent address, e-mail address, phone number, contact person)
- Data related to academic history and qualifications
- English language fluency



- Information required to monitor diversity and equality such as gender, age, education background

How does the Controller process your personal data and how long is the data stored for?

The data subject's personal data are processed electronically (servers, cloud database, software, etc.).

The Controller stores the data subject's data for a period of time consistent with what is prescribed by law and having regard to the time required to correctly achieve the purposes stated above.

Why we collect your data and why is processing legitimate?

1. To Manage, also from an administrative perspective, your application for the "Expression of Interest for Find Your Star digital challenge" (the legal legitimacy of the processing can be found in the pre-contractual phase between the Controller and the candidate).
2. To process your enquiry, to communicate information with you relating to your application, to provide you with updates about the selection procedure (the legal legitimacy of the processing can be found in the pre-contractual phase between the Controller and the candidate).



3. To comply with specific obligations under applicable national and European law (the legal legitimacy for the processing arises from the fulfilment of legal obligations).
4. To send to the data subject further communications about activities, initiatives, events promoted by Luiss (the legal legitimacy for the processing arises from the consent of the data subject).

By what means does the controller process the personal data and for how long may the information be retained?

The personal data of the data subject are processed electronically (servers, database in cloud, application software, etc.).

The controller keeps the information of the data subject for a period that is identified according to a civil prescription criterion and in compliance with specific law of the sector, while adhering to the necessary terms for the correct implementation of the objectives indicated above.

To whom do we disclose the personal data?

For internal communication

Only Luiss employees and staff may access the personal data of candidates and this is strictly limited to information that is instrumental and connected to the purpose. In particular:

- administrative staff;
- academic staff;



- collaborators.

Luiss employees and staff members are continuously informed and trained on the utmost importance of respecting the principles and the regulations concerning the treatment of personal data.

For external communication

The controller shares the personal data of the data subject with certain suppliers that assist Luiss during the delivery of the required services - such as collaborators.

Whenever the supplier accesses the data, this will be made with full respect for the existing law on the issue of data protection and strictly following the instructions given by the controller. Luiss will neither disclose nor transfer personal information to third parties without the express consent of the interested, unless this is requested by law or the relevant authorities:

- in the case in which it is necessary for national security issues;
- for public interest reasons;
- in relation to a request coming from public authorities.

Can the data be transferred abroad?

Luiss will not transfer data beyond the European Economic Area.

Which rights does the law recognize for the interested party on the treatment of data and how can the controller exercise its rights?



The European regulation on data protection (2016/679) grants certain and specific rights to the data subject on the treatment of data. In particular, the right to access, rectification, opposition to the treatment for commercial activities or purely automated activity, the right to object, to restrict processing and the portability of the data, as well as the right to turn to a competition authority for the protection of personal data. Whenever the data subject desires to exercise the rights recognized by law, the person may send, without any kind of formal request, an email to the following email address: privacy@luiss.it or write to the controller, Luiss Guido Carli, at the following address: Viale Pola n.12 -00198-Roma, specifying the request and providing the necessary information for its identification.

The references of the person responsible for the protection of personal data (RDP or Data Protection Officer, DPO) are available on the controller's website: www.luiss.it. The controller will ensure to provide a response within a month. If the controller does not succeed in supplying feedback within the above-mentioned term, the controller will deliver a detailed explanation on the reasons for which he cannot satisfy the request.

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