



**Joint Privacy Policy pursuant to Article 13 of the EU General Data Protection Regulation 2016/679 ("GDPR") on the personal data processing for the selection for and participation in the Erasmus Mundus Joint Master Programme in Astrophysics and Space Science EMJM-MASS**

<p><b>1. Joint Data Controllers and DPOs</b></p>	<p><b>1) Joint Data Controller:</b> University of Rome Tor Vergata (UNITOV):</p> <ul style="list-style-type: none"> <li>- Address: Via Cracovia 50, Rome 00133, Italy</li> <li>- Telephone: 0672598753</li> <li>- e-mail: <a href="mailto:rettore@uniroma2.it">rettore@uniroma2.it</a></li> <li>- Certified e-mail: <a href="mailto:rettore@pec.uniroma2.it">rettore@pec.uniroma2.it</a></li> </ul> <p><b>Data Protection Officer (DPO):</b></p> <ul style="list-style-type: none"> <li>- Address: Via Cracovia 50, 00133, Rome (RM)</li> <li>- Telephone: 0672592151</li> <li>- e-mail: <a href="mailto:rpd@uniroma2.it">rpd@uniroma2.it</a></li> <li>- Certified e-mail: <a href="mailto:rpd@pec.torvergata.it">rpd@pec.torvergata.it</a></li> </ul> <p><b>2) Joint Data Controller:</b> Universitaet Bremen (UB)</p> <ul style="list-style-type: none"> <li>- Address: Bibliothekstrasse 1, Bremen 28359, Germany</li> <li>- Telephone: +49 421 218-1</li> <li>- e-mail: <a href="mailto:web@uni-bremen.de">web@uni-bremen.de</a></li> </ul> <p><b>Data Protection Officer (DPO):</b></p> <ul style="list-style-type: none"> <li>- Address: Bibliothekstrasse 1, Bremen 28359, Germany</li> <li>- Telephone: +49 421 218-60211</li> <li>- e-mail: <a href="mailto:petra.banik@vw.uni-bremen.de">petra.banik@vw.uni-bremen.de</a></li> </ul> <p><b>3) Joint Data Controller:</b> Université Côte d'Azur (UCA)</p> <ul style="list-style-type: none"> <li>- Address: Grand Château 28 Avenue Valrose, Nice, 06100, France</li> <li>- Telephone: +33 4 89151040</li> <li>- e-mail: <a href="mailto:presidence@univ-cotedazur.fr">presidence@univ-cotedazur.fr</a></li> <li>- Certified e-mail: <a href="mailto:presidence@univ-cotedazur.fr">presidence@univ-cotedazur.fr</a></li> </ul> <p><b>Data Protection Officer (DPO):</b></p> <ul style="list-style-type: none"> <li>- Address: 28 avenue Valrose, 06100 Nice FRANCE</li> <li>- Telephone: +33 4 89151096</li> <li>- e-mail: <a href="mailto:alice.breton@univ-cotedazur.fr">alice.breton@univ-cotedazur.fr</a></li> <li>- Certified e-mail: <a href="mailto:dpo@univ-cotedazur.fr">dpo@univ-cotedazur.fr</a></li> </ul>
<p><b>2. Categories of collected personal data</b></p>	<p>Within the framework of the EMJM-MASS Consortium Agreement and in accordance with Article 4 of the GDPR, Joint Data Controllers shall process personal data of applicants who submit their applications for the EMJM-MASS selection and of students admitted to the EMJM-MASS. Collected data are:</p> <ul style="list-style-type: none"> <li>- personal data (first name, surname, signature, place and date of birth, address, gender, fiscal code);</li> <li>- contact details (e-mail address and phone number);</li> <li>- student's ID number;</li> <li>- copy of identity document (identity card, passport);</li> <li>- curriculum vitae (cv);</li> <li>- copy of the Bachelor's Degree and/or Master Degree;</li> <li>- academic records including an explanation of the grade scale;</li> <li>- certificates documenting extracurricular activities;</li> <li>- motivation letter;</li> <li>- recommendation letters;</li> <li>- student's transcript of records;</li> <li>- language proficiency.</li> </ul> <p>Only for admitted students the following data will be collected:</p> <ul style="list-style-type: none"> <li>- mother's maiden surname,</li> <li>- copy of the visa,</li> <li>- italian telephone number,</li> <li>- proof of application for Italian residence permit,</li> <li>- Italian bank account coordinates.</li> </ul>



	<p>The Joint Data Controllers could process special categories of personal data (medical certificates concerning disabilities and/or special needs, for which dedicated services are required) pursuant to Article 9, par. 2, letter g of GDPR if required by the enrolled student. The student consent will be collected at the time of the student request.</p>
<p><b>3. Source of personal data</b></p>	<p>Pursuant to Article 13 of the GDPR, the personal data listed above are collected directly from the Data Subject at the time of application</p>
<p><b>4. Purpose(s) of data processing</b></p>	<p>Personal data shall be processed for delivering the MASS Programme and, in particular, for the following purposes.</p> <p>4.1) <b>Evaluation of student's application: selection finalized to subsequent admission to the EMJM-MASS;</b></p> <p>4.2) <b>management of the student career within the EMJM- MASS;</b></p> <p>4.3) <b>management of the formal application appeal or complaint presented by the student through the appropriate complaint form according to Article 9.1 of the Student Agreement signed by the student, a template of which is available on the MASS website at the following link: <a href="https://www.master-mass.eu/students/">https://www.master-mass.eu/students/</a>;</b></p> <p>4.4) <b>data concerning health conditions may be processed in order to provide data subjects with the necessary services or in case health problems affect the student participation in the program and in case the data subjects cannot continue with their studies because of an unexpected and severe sickness.</b></p> <p>Lawfulness of processing is the following:</p> <ul style="list-style-type: none"> <li>- for the purposes of points 4.1), 4.2) and 4.3 , article 6, paragraph 1, letter e) of the GDPR ("<i>performance of a task carried out in the public interest or in the exercise of official authority vested in the [Joint Data] Controller[s]</i>");</li> <li>- for the purposes of point 4.4), article 9, paragraph 2, letter g) of the GDPR ("<i>processing is necessary for reasons of substantial public interest</i>"). The student consent will be collected at the time of the student relevant request.</li> </ul>
<p><b>5. Recipients of personal data</b></p>	<p>To the extent which is necessary, personal data are communicated only to authorized Joint Controllers personnel (teaching staff, including researchers, employees and collaborators).</p> <p>The personal data will be also transferred to the University of Belgrade, as Full Partner of the EMJM-MASS pursuant to article 46 of GDPR (see point 10).</p> <p>The personal data of the selected applicants (name, surname, nationality, date of birth, copies of passport, academic transcripts of records, and Bachelor's/Master's degree) are transferred to CIMEA (Information Centre on Academic Mobility and Equivalence) in order to verify the foreign qualifications and to issue the statement of comparability.</p> <p>The personal data of the selected applicants (name, surname, gender, date of birth, nationality and email) will be communicated to "CX Place Rome", (located in Via di Passo Lombardo 341, 00133 Rome) in order to provide selected applicants housing assistance.</p> <p>The personal data of the selected applicants that confirmed their participation in the EMJM-MASS (name, surname, date and place of birth, nationality and email) will be communicated to "Aon International People Mobility, Admiraliteitskade 62, 3063 ED, PO Box 1005, 3000 BA, Rotterdam, the Netherlands" in order to provide them with a full travel and health insurance package. Medical certificates concerning disabilities and/or special needs, for which dedicated services are required will be communicated to the European Education and Culture Execution Agency (EACEA) for reporting. The personal data of the enrolled students (name, surname, nationality, date of birth, mother's maiden name, address in the home country and in Italy, Italian phone number, email address, taxpayer code, copy of passport and visa, proof of application for Italian residence permit) will be communicated to</p>



	UniCredit S.p.A. in order to provide student with a bank account for the receipt of the scholarship and of any reimbursement of expenses.
<b>6. Data Retention Period</b>	Joint Controllers will keep the personal data of the data subjects for five years from the conclusion of the project.
<b>7. Data Subject's Rights</b>	<p>The Data Subject shall have the right to:</p> <ul style="list-style-type: none"> <li>- ask each Joint Data Controller (by writing to the above-listed e-mail addresses), pursuant to Articles 15, 16, 17, 18, 19, 20 and 21 of the GDPR, information and access to Data Subject's personal data and their rectification or erasure, as well as the restriction of, or the objection to, their processing;</li> <li>- pursuant to European Data Protection Board ("EDPB") Guidelines n. 07/2020, lodge a complaint with each Joint Data Controller's supervisory authorities by writing to their e-mail address <u>and/or</u> certified mail.</li> <li>- Unitov: Autorità Garante per la Protezione dei dati personali, Piazza Venezia 11, Rome, protocol@gpdp.it <a href="https://www.garanteprivacy.it">https://www.garanteprivacy.it</a>; Bremen: Landesbeauftragte für Datenschutz und Informationsfreiheit: office@datenschutz.bremen.de or via contact form: <a href="https://www.datenschutz.bremen.de/wir-ueber-uns/online-meldungen/beschwerdeformular-15253">https://www.datenschutz.bremen.de/wir-ueber-uns/online-meldungen/beschwerdeformular-15253</a> Université Côte d'Azur : <a href="https://www.cnil.fr/fr">https://www.cnil.fr/fr</a></li> </ul>
<b>8. Obligation to provide data</b>	Data provision is necessary for the purposes set out in point 4 of the present joint privacy policy.
<b>9. Processing method(s) of Personal Data</b>	Personal data shall be processed with both IT tools and any other type of suitable support, in compliance with appropriate security measures according to Article 5, paragraph 1, letter f, of the GDPR.
<b>10. Transfer of personal data abroad</b>	Personal data of the Data Subjects are transferred to the University of Belgrade, as Full Partner of the EMJM-MASS throughout the "Standard Data Protection Clauses" adopted by the European Commission in accordance with article 46 of the GPDR.
<b>11. Date of the information</b>	December 21st, 2023, version 2.0.