

**INFORMATION OF THE PROCESSING OF PERSONAL DATA FOR PERSONS
PARTICIPATING IN THE RECRUITMENT FOR LANGUAGE COURSES ORGANIZED
BY THE SCHOOL OF POLISH FOR FOREIGNERS OF THE UNIVERSITY OF LODZ**

1. The controller of your personal data is the University of Lodz, Narutowicza street 68, 90-136, Lodz, Poland.
2. Contact to Data Protection Officer (*Inspektor Ochrony Danych*) to the address indicated above with the note: Data Protection Officer, room 203 or by e-mail at iod@uni.lodz.pl.
3. Your personal data will be processed in order to recruit to language courses organized by the School of Polish Language for Foreigners of the University of Lodz.
4. Your personal data are processed on the basis of:
 - 1). applicable law regulations among others Law on Higher Education and Science and internal acts adopted at the University;
 - 2). contract concluded by the University of Lodz with the National Agency for Academic Exchange.
5. Your personal data will be processed for the duration of the recruitment process for language courses. In case of not accepting for the course or resignation from the course:
 - 1). form - application for participation in the course containing your personal data will be destroyed or deleted;
 - 2). documents submitted during the recruitment process are collected by the applicant at the place of their submission or they are sent back to the address provided by the applicant during the recruitment process.In case admission to the course:
 - data used in recruitment are transferred to the University IT systems;
 - we will separately inform you about the period of your personal data storage.
6. The recipients of your personal data may maybe entities processing personal data on behalf of and for the University on the basis of a concluded agreement and other entities authorized on the basis of law regulations.
7. According to processing of your personal data you have the right to:
 - 1). access the content of your data,
 - 2). request their rectification, erasure or restriction of processing,
 - 3). object to the data processing- if it concerns,
 - 4). transfer personal data o the conditions determined by law regulations,
 - 5). bring a complain to the supervisory authority, President of the Office for Personal Data Protection, Warsaw, Stawki steet 2.
8. Providing data is voluntary. If you don't provide personal data, you will not be able to participate in recruitment for courses organized and conducted by the School of Polish for Foreigners of the University of Lodz.

Data processing is possible on the basis of Art. 6, par. 1, point b and c of Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 (General Data Protection Regulation) on the protection of individuals with regard to the processing of personal data and on the access to such data and repealing Directive 95/46/WE (General Decree on Data Protection; Dz.U.EU.L.2016.119.1) - "RODO".