PRIVACY POLICY IN ACCORDANCE WITH ART. 13 OF REGULATION EU NO. 679/2016 OF 27 APRIL 2016

This current privacy policy is issued in accordance with Art. 13 of Regulation EU no. 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and in compliance with the laws on personal data processing and on the free movement of such data.

Data Controller
The Data Controller is Politecnico di Milano - Director General delegated by the pro-tempore Rector - contact: dirgen@polimi.it.

Internal Data Processor
Mr. Federico Colombo – Head of Research, Innovation and Corporate Relations, Piazza Leonardo da Vinci 32, Milan (MI) - tel. 02 23993923, email: master@polimi.it ; infoprogettiformazione@polimi.it

The personal data will be processed by additional authorised parties who will receive instructions for that purpose in respect of applicable legislation.

Data Protection Officer and Points of Contact
Mr. Vincenzo Del Core, privacy@polimi.it - tel.: 0223999378.

Purposes and legal basis of processing, categories of data and storage period. For the purposes of applying the relevant European and national legislation (Reg. EU 679/2016, hereafter Regulation), we inform you that your personal data will be used for the following purposes:

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| Purpose 1 Management of university career and of placement and institutional communication activities. | To fulfil the institutional activity of Politecnico di Milano (Art. 6, paragraph 1, letter e) of the Regulation. | • Identification and personal data  
• Personal details  
• Tax data  
• Bank details | The data will also be stored indefinitely based upon the obligations of transparency and proper functioning of the public administration. |

Nature of the data
It is mandatory to provide the data. Any refusal to provide them involves the impossibility of performing the services.
Special categories of data
Any personal data belonging to special categories pursuant to Art. 9 of the Regulation such as:

- data relating to state of health (in the case of pregnancy or for disabled students/employees/collaborators);
- personal data relating to criminal convictions and offences (Art. 10);

are processed, as part of the purpose indicated in TABLE 1, to allow the data subject

- to use the services of Politecnico di Milano based upon the declared requirements;
- to obtain contributions and study scholarships;
- for career management.

Processing Methods
The processing is carried out for the purposes indicated above, namely to fulfil the institutional activity of Politecnico di Milano (Art. 6, paragraph 1, letter e) of the Regulation and for subsequent statistical activities; it may be carried out both on paper and digital media, manually and/or using electronic or automated tools.

The data are also stored in paper archives for the duration of the course and in digital format for an indefinite period based upon obligations of transparency and proper functioning of the public administration.

Duly authorised persons are entitled to access the data acquired for the aforementioned purposes.

Categories of Recipients
Data processed for the above purposes will be communicated to, or will in any case be accessible to the teachers of the chosen study course and to employees and collaborators of the competent offices of the Politecnico di Milano who, in the capacity of data officers, will be suitably instructed by the controller.

In relation to the indicated purposes, the data may be communicated to the categories of public and/or private entities indicated below, or they may be communicated to companies and/or persons, both in Italy and abroad, who provide services, even external, on behalf of the Controller. In particular, your personal data may also be communicated to other public administrations, even anonymously, if they need to process the data for any procedures under their own institutional remit, as well as to all public parties to whom, in the presence of the respective conditions, the communication is mandatorily required by provisions of European law, standards or regulations, as well as insurance bodies in relation to any accidents that may occur.

For Master’s degrees and specialisation courses, the processed personal data will be sent to the following third parties:

- National Register of Students, as required by Italian Law 170 of 11 July 2003;
- Public and private entities requesting confirmations of self-certifications received, in accordance with the "Consolidated Law of legislative and regulatory provisions on administrative documentation" - Italian Presidential Decree 28 December 2000, no. 445, amended by Article 15 of Italian Law no. 183 of 2011;
- ENIC – NARIC Centres;
- Consortia in which the Controller participates in the administrative management of the course;
- Partners of the controller in the management of the course.
For Permanent Training Events, the processed personal data will be sent to the following third parties:

- Public and private entities requesting confirmations of self-certifications received, in accordance with the "Consolidated Law of legislative and regulatory provisions on administrative documentation" - Italian Presidential Decree 28 December 2000, no. 445, amended by Article 15 of Italian Law no. 183 of 2011;
- Professional orders that accredit permanent training events;
- Partners of the controller in the management of the course.

Data storage period
For archiving and storage purposes, the necessary data for the purposes of the proper functioning of the Public Administration will be stored, in respect of the principle of transparency and principles of lawfulness, proportionality and minimisation, indefinitely.

Transfer to non-EU countries
The personal data may be transferred abroad, in accordance with the Regulation, even to countries outside the European Union, when this is necessary for one of the purposes set out in this privacy policy. The transfer to non-EU countries, in addition to cases where this is guaranteed by adequacy decisions of the European Commission, is carried out in such a way as to provide suitable and appropriate safeguards in accordance with Articles 46 or 47 or 49 of the Regulation.

Rights of Data Subjects
As the data subject, you may at any time ask the Data Controller:

- for confirmation of the existence or otherwise of personal data concerning you;
- for access to your personal data and information relating to them; for the rectification of inaccurate data or the completion of incomplete data; for the erasure of personal data pertaining to you (in the presence of one of the conditions indicated in Art. 17, paragraph 1 of the Regulation, and in accordance with the exceptions envisaged by paragraph 3 of that article); for the restriction of processing of your personal data (in the presence of one of the conditions indicated in Art. 18, paragraph 1 of the Regulation); for the conversion into anonymous form or for the block on data processed illegally, including those data which do not need to be stored for the purposes for which they were collected or subsequently processed.

As the data subject you are also entitled to object in whole or in part:

- on legitimate grounds, to the processing of personal data concerning you, even if relevant to the purpose for which the data was collected;
- to the processing of personal data relating to you for the purposes of promotion of training initiatives and cultural events of Politecnico di Milano.
These rights can be exercised by contacting privacy@polimi.it.

If you believe that your rights have been infringed by the Controller and/or by a third party, you are entitled to lodge a complaint with the Data Protection Authority (for Italy www.garanteprivacy.it) and/or with another competent supervisory authority by virtue of the Regulation.