 CODE USVT -R40 – F12	University of Life Sciences "King Mihai I" from Timisoara	Issuing body Department of Quality Management
	REGULATION REGARDING THE PROFESSIONAL ACTIVITY OF STUDENTS IN THE UNIVERSITY OF LIFE SCIENCES "KING MIHAI I" FROM TIMISOARA	

No. record _____ / _____

APPROVED,
DEAN

MR DEAN,


The _____ undersigned
 _____ born in the town
 of _____, county _____, country _____,
 on _____, phone number _____, graduate/student of (a) Faculty
 _____, of the study
 program _____,
 promotion/year of study _____ with the diploma/license exam passed in the
 _____ session, I hereby ask you to approve me **release of the analytical program** ,
 for the years _____

I am attaching herewith:

- Copy of CI/Passport
- The receipt representing the value of the analytical program release fee

Date: _____

Signature,

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INFORMATION REGARDING THE PROCESSING OF PERSONAL DATA

"King Mihai I" University of Life Sciences from Timișoara, based in Timișoara, Calea Aradului no. 119, the county Timiș, postal code, 300645, telephone 0256/277122, fax: 0256/277009, hereinafter referred to as USVT, legally represented by Rector Prof. univ. dr. Popescu Cosmin, processes personal data provided by graduates and their proxies for the Document Issuance Bureau, in accordance with the legal provisions regarding the processing of personal data and the free movement of such data.

According to the requirements of Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (General Data Protection Regulation), ULST has the obligation to administer safely _ and only for the specified purposes, the personal data provided by you (name, surname, personal numerical code, ID card series and number, gender, date and place of birth, citizenship, ethnicity, image, personal data of members of family, driver's license data, address, phone/fax/e-mail number, professional training, health status, as well as any other data established by the legislation in force, as well as data of a special nature provided by the beneficiaries and for which you express in writing and expressly your agreement to their use, regarding the personal numerical code, series and number of the identity document/ passport).


The purposes for which the personal data are processed and the legal basis of the processing

University of Life Sciences "King Mihai I" from Timisoara collects and processes your personal data for the following purposes:

- printing and issuing study documents;
- the achievement of the main object of activity, respectively higher university education;
- in order to comply with all the legal obligations of the institution;
- internal reports or to other authorities / institutions of the state, as a result of some legal obligations of the operator;
- nominal reporting of personal data to MEC through UEFISCDI, in order to fulfill legal obligations in relation to RMUR (Unique Matriculation Register of Romanian Universities);
- compilation of statistics/actuarial;
- drawing up audit situations;
- SETTLEMENT potential disputes, referred to the courts (common law or arbitration);
- SETTLEMENT petitions, complaints and requests received by the institution from various natural or legal persons;
- ensuring the necessary security measures (audio - video surveillance);
- ensuring the implementation and compliance with organizational procedures and regulations and functioning of the institution;
- ensuring the implementation and compliance with the provisions /decisions of the internal management structures/persons with management positions, documents that complete the organizational procedures and regulations and functioning of the institution;
- ensuring the records of the people who enter the premises of the institution.

The collection and processing of personal data for the aforementioned purposes **is based on** :

- TAKING and carrying out the procedure for issuing study documents;
- a legal obligation of the operator;
- the application of Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (General Data Protection Regulation);
- consent you _
- the legitimate interest of the operator, for activities such as performing statistical/actuarial analyzes and internal reporting or to other state authorities / institutions, ensuring the implementation and compliance with organizational procedures and regulations and functioning of the institution, ensuring the necessary security measures, etc.

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The provision of personal data is a legal obligation necessary for the issuance of study documents. Graduates / authorized persons are obliged to provide these personal data otherwise, the consequences of not complying with this obligation being the impossibility of issuing the study documents. In this case USVT will be exempted from liability.

Categories of recipients to whom personal data may be disclosed:

information is intended for use by ULST and is communicated to the following recipients:

- the authorities / state institutions , as a result of some legal obligations of the operator;
- natural or legal persons, as a result of legal obligations of the operator;
- the contractual partners of the university ;
- COURTS judicial or arbitral, notaries public, lawyers , bailiffs , translation offices, other authorized services, evaluators ;
- other educational institutions _ and education .

Storage of personal data

Personal data will be stored as long as necessary for the previously mentioned purposes , in accordance with the legal archiving terms.

The rights you have regarding your personal data

In relation to the processing of personal data, based on the conditions specified in Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/ EC (General Data Protection Regulation) , you can exercise any of the following rights:

- the right to access personal data;
- the right to rectification;
- the right to data deletion ("the right to be forgotten") with the exception the situations expressly provided by law, when data processing by ULST is mandatory;
- the right to data restriction ;
- the right to data portability;
- the right to opposition , to the extent that the legal conditions are met ;
- the right not to be subject to a decision based solely on automated processing, including profiling;
- the right to file a complaint with the competent data protection authority ;
- the right to go to court .

To exercise these rights, you can send a written, dated and signed request to the University of Life Sciences "King Mihai I" from Timisoara , Calea Aradului no. 119, the county Timiș , postal code , 300645, to the attention of the Data Protection Officer , in the person of Mr. head of work Dr. Moisa Sebastian, as well as at the e-mail address: protectiadatelor@usab-tm.ro.

By signing this information, the undersigned _____, as a graduate/authorized person ¹, declare that I am aware that ULST will process, by any means, my personal data, in accordance with Regulation (EU) 2016/679 on the protection of natural persons regarding the processing of personal data and regarding the free movement of such data and the repeal of Directive 95/46/EC, that I have understood the essential rights and obligations regarding the processing of personal data and express my consent as USVT to process my personal data, including those of a special nature, data provided by the undersigned in full knowledge of the matter.

Name surname _____

Date _____

Signature _____

¹It is obligatory to opt for one of the situations , by cutting the other