**Appendix 5**

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**to the Senate Resolution at the University of Physical Education in Warsaw**

**No 13/2023/2024 from January 16th, 2024**

The unit that the candidate applies to within education at the Doctoral School at the University of Physical Education in Warsaw:

…………………………………………………………………………………………………………… *(The candidate must select one specific faculty unit in which the enrolment process at the Doctoral School takes place in a given academic year. The candidate may indicate only one faculty unit in which the enrolment process at the Doctoral School takes place.)*

PERSONAL DATA SHEET

|  |  |
| --- | --- |
| 1. **Name (names) and surname:** …………………………………………………………………………..  1.a. Surname prefix (in the case of a foreigner) ……………………………………………… | |
| **2. Date and place of birth:** ……………………………………………………………………………  a) family surname ……………………………………………………………………………………  b) parents’ names: …………………………………………………………………………………… | |
| **3. Personal Identity Number (PESEL)\***  \*PESEL is required in the case of a Polish citizen or a non-Polish citizen who was granted PESEL number.  . | **4. Nationality** (e.g. Polish)  …………………………………………………….  **5.Country of birth:** …………………………………… |
| **5. Type of identity document (fill in):** *(ID card; residency card; Polish travel document for foreigners; Polish ID card for foreigners; passport; temporary Polish travel document for foreigners)*  …………………………………………………………………………………………………………  **6. Number of identity document:** …………………………………………..........................................  **7. Country issuing identity document:** …………………………………………………………………… | |
| **8. Contact details:**  *Permanent address:* .............................................................................................................. | |

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| *(postal code, town/city, street, house/flat number)*  *Contact phone number:* ....................................... *e-mail*……….........………........................……..............  *Correspondence address:* ................................................................................................................................  *(postal code, town/city, street, house/flat number)* |
| **9. Education** (including the name of high school, date of graduation from high school and country, e.g. Poland): |
| **10. Professional experience:** |
| **11. Other skills:** |

|  |  |  |
| --- | --- | --- |
| **12. Documents:** | | |
| **No** | **List of documents** | **Return receipt of the candidate’s documents** |
| 1. |  |  |
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*(place and date) (candidate’s signature)*

I confirm that my personal data provided in this application are true and I agree to processing my personal data by the University of Physical Education in Warsaw, Marymoncka 34, 00-968 Warsaw, for the purposes of enrolment to the Doctoral School. If it is necessary to complete the documents needed in the course of the enrolment process with photos, or if any of the documents must include photos, I also agree to processing my image for the purposes of the enrolment process. I have been informed that giving consent is voluntary and that I have the right to withdraw my consent at any time. Withdrawing the consent does not affect the concordance with the right to process data that occurred prior to the withdrawal. Withdrawing the consent during the enrolment process prevents the candidate from entering further enrolment stages.

Refusing to give consent to process personal data prevents the candidate from entering the enrolment process at Józef Piłsudski University of Physical Education in Warsaw. Prior to giving consent to process personal data, the candidate should read the information clause that concerns processing their personal data by Józef Piłsudski University of Physical Education in Warsaw, created in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC. (Official Journal of the European Union L. 2016.119.1).

**GDPR information clause**

*(created in accordance with* *Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC. (Official Journal of the European Union L. 2016.119.1))*

1. The Administrator of your personal data (further called “administrator’) is **Józef Piłsudski University of Physical Education in Warsaw** with its registered office at Marymoncka 34, 00-968 Warsaw (further called “UPE in Warsaw”) represented by the Rector.
2. Your data will be processed within an indispensable range in order to conduct the enrolment process for the Doctoral School at UPE in Warsaw. Data processing includes mainly recording, storing and removing the data.
3. The legal basis for the data processing is the Act from July 20th, 2018 – Law on Higher Education and Science (Journal of Laws 2018, item 1668, as amended) regarding the enrolment process for the Doctoral School (article 200, in particular), resolution of the Senate of the UPE in Warsaw adopted on the basis of Article 200 point 2 of the above Act, legally justified interest of the administrator (in accordance with article 6 paragraph 1 item f of the GDPR) – in order to handle, investigate and defend potential claims from both sides, and your consent to process your data signed at the beginning of the enrolment process.
4. The recipients of your data will include only individuals employed and authorised by the administrator to process data within their professional duties.
5. The administrator has appointed the Personal Data Protection Inspector (PDPI) who supervises the compliance of data processing with the law. The Personal Data Protection Inspector appointed by the administrator can be contacted via postal address of the UPE in Warsaw (with the annotation directing the case to the PDPI) or via email: **iodo@awf.edu.pl**
6. After completing the enrolment process, your data will be stored by the administrator for a period no longer than 6 months, only for indispensable statistical or archiving purposes, unless you withdraw or limit your consent before the above mentioned period, subject to paragraph 7. In case data processing is justified by the legitimate interest of the administrator after completing the enrolment process (e.g. due to legal proceedings in the administrative court initiated by the candidate as a result of not being accepted to the Doctoral School at the UPE in Warsaw), your data will be processed only until the end of the proceedings being the basis for the legitimate interest of the administrator or until you appeal against it.
7. In case you are enrolled as a Ph.D. student at the UPE in Warsaw (i.e. you successfully go through the enrolment process and take up doctoral studies at the UPE in Warsaw), this consent will be automatically prolonged and will include data processing in the whole period of studying at the Doctoral School at the UPE in Warsaw.
8. You have the right to access your data (including making a copy), to rectify, delete, limit processing, object and the right to lodge a complaint to the supervising office, i.e. to the President of the Office of Personal Data Protection. You also have the right to transfer data or demand transferring data by the UPE in Warsaw to another administrator.
9. You have the right to withdraw consent at any time. Withdrawing the consent does not affect the concordance with the right to process your data that occurred prior to the withdrawal. Withdrawing the consent during the enrolment process prevents you from entering further enrolment stages.
10. Providing your personal data is voluntary; however, it is indispensable for recruitment purposes.
11. Your personal data will not be made available to external entities without your consent except when such access is imposed by the applicable law on the administrator. Your personal data obtained for enrolment purposes will not be made available to another country or international organisation.
12. Your data will not be processed in an automated manner and will not be profiled.
13. If you simultaneously give consent to process your image for enrolment purposes, according to article 81 of the Act on Copyright and Related Rights (Journal of Laws 1994 No 24 Item 83 as amended), the regulations of this clause regarding personal data processing will be accordingly applied by the UPE in Warsaw to process your image.
14. Detailed rights of a person and definitions of particular notions connected with personal data protection are determined in the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC. (Official Journal of the European Union L. 2016.119.1).

…………………………………………….. ……………………………………

(place and date) (candidate’s signature)