



Annex to the Agreement for Doctoral Studies

Technical University of Cluj-Napoca Student Data Protection Privacy Notice

The Technical University of Cluj-Napoca is attempting to implement the current applicable legislation on the observance of your rights and the protection of your personal data, including the provisions of the General Data Protection Regulation of the European Union No. 679/2016 from May 25, 2018. Within our university, the Office for Personal Data Protection operates under the coordination of Serban Nicolae MEZA, EngD. For further assistance with respect to your rights to personal data protection in our institution, please contact date.personale@staff.utcluj.ro, telephone number +40 264 401 309, website: www.datepersonale.utcluj.ro

Due to current Romanian legislation and the contractual relationship you have with our university, during the collaboration period, the Technical University processes personal data which belong to you and which are kept in its departments and services, such as: identification according to personal identification documents issued by Romanian authorities (birth certificate, identity card, passport, if applicable, etc. used for your identification in regard to the contracts you conclude under National Education Law no. 199/2023, including subsequent amendments, or any other applicable regulation); financial data (account number, revenue obtained in the institution, personal financial situation, etc. for payments between the parties and for the maintenance of the bookkeeping according to the Fiscal Code); personal aspects (age, place of birth, nationality, marital status, etc., which are necessary in order to establish due entitlements); picture taken for document issuance within legal requirements (study documents, security passes) and, respectively, in order to impelment safety, security and control measures regarding acces to the infrastructure, services and facilities of the University; opinions regarding your state of health (based on medical certificates and attestations, including with respect to vaccination, and on the evaluation of your health status stipulated in the applicable normative acts and used in accordance, requested by applicable regulations); family members (number of children and their identification data, marital status, etc., needed to justify certain calculations of due entitlements or to establish other rights, according to laws and regulations in force); information regarding your academic background, evaluation results, your image or voice, messages, video clips, sent folders or any other materials which contain processed data through the usage of digital education platforms, username and passwords used in connection with your participation in online educational activities carried out with a view to the fulfillment of the legal right of access to education and of the actual unfolding of the educational process; your qualifications, professional background (e.g. for quality assurance), membership in professional organizations, publications, contact information (address, telephone number, e-mail) for everyday educational and research specific activities (for example, access to information and educational management systems). Additionally, personal information is disclosed according to legal applicable regulations for health insurance without paying the corresponding contribution and for free of charge domestic railway transportation, on all train types, second class, all year round, any distance or route. According to the agreement concluded within the existing normative framework, your data is communicated to the Cluj Public Transport Company for transport expense claims. Additionally, according to the agreement concluded within the existing normative framework, the PhD thesis is a document which will be made public through informational platforms operated by the Ministry of Education and Research, together with your name.

The data in the institutional IT systems are not to be disclosed to third parties unless there is a specific request from Romanian authorities or institutions, based on legal grounds or, if need be, to fulfill contractual obligations between you as a student/trainee and the Technical University of Cluj-Napoca as an education service provider. Data regarding tuition contracts and associated legal obligations are retained within the University according to (1) the Archival Nomenclature of the University or (2) 5 years after the cumulative fulfillment of age standard conditions and minimum retirement contribution in agreement with Article 56 (1) c) of the Code of Labor, with subsequent additions. Furthermore, maintaining personal data in our institution enables us to provide the owner of data, upon request, information regarding the period of education in our university and after this period, and in Romania this is regulated by the Order of Minister no. 4156/27.04.2020 regarding the regime of academic documents in higher education, with subsequent additions, which stipulates (according to art. 7 paragraph (1)) that data regarding study documents (diploma supplement, descriptive supplement or the Europass supplement to the diploma; the transcript of records or the grade appendix; the student records, the unique document register and register of the study document issuance, teacher roll books; school situations; etc.) are subject to permanent archiving.

The Technical University of Cluj-Napoca, through the measures it has established, ensures that your rights regarding personal information are protected, informing specifically anytime new contractually unauthorized processing of data occurs, which is operated to protect a vital interest, carried out to fulfill a public goal or because of the authority of an official institution. Also, according to existing procedures, our University offers to the owner of data, through its departments, information regarding all the data it owns, and, where necessary, deletes data, rectifies incorrect data, provides a portable format of data, ensures its processing is restricted, takes into account the opposition regarding automated processing of data or motivated by a particular well-founded situation, which does not contravene to legitimate and imperious reasons applicable to the University.

In Romania, the protection of rights regarding personal data is monitored by the National Supervisory Authority for Personal Data Processing, please access their website for further information: www.dataprotection.ro.

I, the undersigned, hereby declare I have been notified about the processing of personal data by the Technical University of Cluj-Napoca, as presented above, reading and acknowledging the detailed aspects.

Signature


Consent to the personalized processing of personal data

I, the undersigned, hereby declare that I wish the following modifications with respect to personal data processing to take place:

.....
☐ **I agree/** ☐ **I do not agree** that personal information regarding my academic and financial situation (payment of tuition) can be disclosed, upon request, to my first-degree relatives, respectively to my legal guardians.

.....
☐ **I agree/** ☐ **I do not agree to be contacted on the phone** by the IOSUD Secretariat for the resolution of administrative issues which concern my situation as a student.

Old phone number / New phone number.....

If I do not provide a valid phone number, I understand and accept the decision made in my absence as to the existing administrative situation and the manner of communication decided by the Secretariat.

.....
☐ **I agree/** ☐ **I do not agree to be contacted via e-mail** by the IOSUD Secretariat for the resolution of administrative issues which concern my situation as a student.

Old e-mail address / New e-mail address.....

If I do not provide a valid e-mail address, I understand and accept the decision made in my absence as to the existing administrative situation and the manner of communication decided by the Secretariat.

.....
☐ **I agree/** ☐ **I do not agree** that my academic situation can be sent to a third party (with which the University has an agreement in this respect) strictly with the purpose of being used in the evaluation of a scholarship within the legal framework of Order no. 376/2004 regarding private scholarships, with its subsequent annotations.

.....
☐ **I agree/** ☐ **I do not agree** that photos, video sequences or other multimedia material from events organized by the Technical University of Cluj-Napoca or to which the University is a partner, and in which my clear image appears (I am easily identified) can be used by the Technical University of Cluj-Napoca in order to promote activities and actions or to promote the University and the services it generally provides.

.....
☐ **I have changed/** ☐ **I have not changed** the identification document I provided upon admission to sign the **Agreement for Doctoral Studies** with the Technical University of Cluj-Napoca.

In case the document has been changed, please find enclosed a copy of the new document.

.....
 Signature