



# Aliseo

Agenzia ligure per gli studenti e l'orientamento

**SERVIZIO ABITATIVO**

**Academic year 2019 – 2020  
ACCOMMODATION APPLICATION FORM  
(HOUSING SERVICE WITH FEE)**

*ALL SECTIONS MUST BE FILLED IN*

**The undersigned:**

Family name \_\_\_\_\_ First name \_\_\_\_\_ M • F •

University identification number \_\_\_\_\_ Tax code \_\_\_\_\_

Nationality \_\_\_\_\_

Place of birth \_\_\_\_\_ Date of birth \_\_\_\_\_

**Permanent address:**

Street \_\_\_\_\_

City \_\_\_\_\_ Postcode \_\_\_\_\_

Country \_\_\_\_\_

**Phone** \_\_\_\_\_ **Mobile phone** \_\_\_\_\_

**e-mail** \_\_\_\_\_

**Other Address (only if different from the above indicated address):**

Street \_\_\_\_\_

City \_\_\_\_\_ Postcode \_\_\_\_\_

Country \_\_\_\_\_

Bank account for the return of the deposit:

**IBAN**

**SWIFT/ BIC**

AGENZIA LIGURE PER GLI STUDENTI E L'ORIENTAMENTO

Sede amministrativa: Via San Vincenzo 4 · I6121 Genova · tel. 010 24911 · email: direzione@pec.aliseo.liguria.it

Codice Fiscale e Partita Iva: 02575860990



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**is applying for a bed for the academic year 2019/2020**

**for the period from \_\_\_\_\_ to \_\_\_\_\_**

**Name of the Residence required:**

- first choice \_\_\_\_\_
- second choice \_\_\_\_\_

**for the following type of accommodation:**

- Single room (€ 250,00 per month)
- Double room (€ 200,00 per person per month)

**To this end he/she declares:**

*Tick the appropriate box*

- that he/she intends to assert his right to pre-emption since previously accommodated for the academic year 2018/19 at the Residence with fee \_\_\_\_\_ and to have obtained the minimum requisite of merit (15 university credits) with exams between September 2018 and August 2019;
- that he/she has not applied or does not intend to apply for ALISEO benefits for academic year 2019/2020;
- that he/she has been sanctioned or suspended for more than three months, has not suffered the withdrawal or the decadence from the benefit of the accommodation;
- that he/she has not undergone the sanction of permanent withdrawal from ALISEO benefits (previously ALFA);
- not to owe the scholarship amount or other economic arrears to ALISEO (previously ALFA) or to other public authorities;
- to be enrolled (or to intend to enroll) at the Università degli Studi of Genoa, or at the Institution for Higher Education in Art and Music (AFAM) located in Liguria Region;
- to have earned the High school Diploma / 1<sup>st</sup> Level Degree in \_\_\_\_\_ with the grade of \_\_\_\_\_ at the Institute/University of \_\_\_\_\_



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- to be enrolled at the University of \_\_\_\_\_ and to participate to the International Mobility Program
- not to be registered and not to intend to enroll in the Università degli Studi of Genoa for a.y. 2019/20 since he/she is about to graduate;
- to be registered (or wish to enroll) in Master's Degrees of the Università degli Studi of Genoa;
- to be enrolled in the Università degli Studi of Genoa from the academic year \_\_\_\_\_
- to have a disability equal to \_\_\_\_%, as per attached documentation;
- has duly read the rules for the assignment of an accommodation with fee (housing service with fee) on ALiSEO institutional website [www.aliseo.liguria.it](http://www.aliseo.liguria.it);
- has duly read the Rules of ALiSEO Student Residences on ALiSEO institutional website [www.aliseo.liguria.it](http://www.aliseo.liguria.it).

**Date** \_\_\_\_\_ **Student's signature**



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## **INFORMATION ON THE PROCESSING OF PERSONAL DATA**

*Pursuant to art. 13 of Regulation (EU) 2016/679 of 27/04/2016 and Decree Law 101/2018*

Pursuant to article 13 of EU Regulation 2016/679 of 27/04/2016, hereinafter called GDPR (General Data Protection Regulation), **ALiSEO – the Agency of Liguria region for students and guidance**, with registered office in Genoa, Via San Vincenzo,4, e-mail [dpo.privacy@aliseo.liguria.it](mailto:dpo.privacy@aliseo.liguria.it) PEC: [direzione@pec.aliseo.liguria.it](mailto:direzione@pec.aliseo.liguria.it); phone: +39 01024911, as **controller of the processing of personal data**, provides the following information regarding the personal data processed to carry out its tasks of public interest or in any case related to the exercise of its public powers.

### **Data Protection Officer (DPO):**

Pursuant to article 37 of EU Regulation 2016/679, ALiSEO has appointed as **Data Protection Officer (DPO) Dr. Cathy La Torre**, who can be contacted to the following e-mail address: [dpo@wildside.legal](mailto:dpo@wildside.legal) or by mail to the following address: DPO - ALiSEO, Via San Vincenzo n. 4, 16147 Genova.

### **Purposes of the processing**

The personal data you provide will be exclusively processed for the performance of institutional functions attributed by the current legislation to this Agency, in particular with reference to the assignment of accommodation and services for the right to university study.

The legal basis of the processing of personal data is represented by the need to execute a legal obligation and/or to perform a task of public interest related to the exercise of public powers of the Data Controller as per regional law 5 December 2018 no. 25.

### **Type of the processed data**

For the assignment of accommodation and services for the right to university study, ALiSEO requires and processes the following types of personal data: personal data (name, surname, address, date of birth, contacts, details of family members, enrollment and university career, etc.); personal data of particular nature (such as for example health, income).

### **Methods of data processing**

The processing of personal data is carried out in compliance with the technical and organizational security measures provided for by the EU Regulation through adequate procedures to guarantee their confidentiality. The data will not be processed by automated decision-making processes. All data is processed in accordance with the principles of correctness, lawfulness and transparency both in paper and electronic form and protected by technical and organizational measures to ensure appropriate levels of security pursuant to articles 25 and 32 of the GDPR.

### **Period of data storage**

The processing of your personal data will take place for the time strictly necessary to achieve the purposes for which the personal information are collected with regard to the obligation of conservation required by the regulations on the conservation of administrative documentation; unless otherwise determined by the Region or MIUR, the data will be stored for ten years.

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## **Optional or mandatory nature of providing data and consequences of any possible refusals to provide personal data**

The provision of your data is mandatory. Therefore, should you refuse, even partially, to provide such data, it may be impossible for ALiSEO to establish and manage the relationship itself and to provide the required service.

## **Subjects and categories of recipients for the communication and disclosure of personal data**

The data will be processed exclusively by the staff and collaborators of the Agency or by external parties expressly appointed as data processors. Apart from these hypotheses, the data will not be disclosed, nor they will be disclosed to third parties, except in cases for which it is necessary to communicate them to other subjects in cases specifically provided for by national or European Union law (eg: public entities that are authorized by law or regulation, or in any case they need it for institutional purposes, other parties, even private individuals, who are entitled to know them based on the basis of specific laws or regulations for control, statistics or research purposes, as well as to third parties that carry out activities on behalf of ALiSEO in compliance with the principle of data minimization. Your personal data will be disclosed only when required by a law or regulation. The dissemination of any sensitive data suitable to reveal your state of health and judicial data provided by you is not permitted.

## **Possible transfer of data to a third country**

Please note that it is not foreseen any transfer of your personal data to a third country.

## **Rights of data subjects**

Interested parties have the right to obtain from ALiSEO, in the cases provided for, access to their personal data, order the rectification or cancellation of the same or the limitation of the treatment that concern them or to oppose the processing (articles 15 and subsequent of the Regulation). The specific application can be submitted by contacting ALiSEO or the Data Protection Officer at ALiSEO (Head of Personal Data Protection, Via San Vincenzo 4, Genoa, e-mail: [dpo@wildside.legal](mailto:dpo@wildside.legal)).

The above, without prejudice to the right of the data subject to submit a complaint to the Guarantor Authority for the protection of personal data ([www.garanteprivacy.it](http://www.garanteprivacy.it)).

**"The undersigned**, name \_\_\_\_\_ surname \_\_\_\_\_ pursuant to and for the purposes of art. 13 of the EU Regulation 2016/679 declares to have duly read the **Information on the processing of personal data**, even of a particular nature, by ALiSEO".

**Date** \_\_\_\_\_

*Student's signature for having examined the document* \_\_\_\_\_