



Aliseo

Agenzia ligure per gli studenti e l'orientamento

SERVIZIO RISTORAZIONE, SPORT, CULTURA e COMUNICAZIONE

APPLICATION for the subsidised Catering Service for PhD students, postgraduates and others

It is mandatory to fill in all required fields

I, the undersigned,

First name _____

Last name _____

Gender Male Female

University identification no. _____ Fiscal code _____

Nationality _____ Born at _____ on _____

Phone no. _____ Mobile phone no. _____

Email address _____

apply for the subsidised Catering Service of ALiSEO at the fee of € 4,00

For the academic year _____

and hereby declare that

(please tick the relevant box)

- I am not under sanction of suspension of the Catering Service for the academic year;
- I am not under sanction of permanent withdrawal of ALiSEO (former ALFA) benefits;
- I do not owe a scholarship or any other financial obligations to ALiSEO (former ALFA) or to any other Public Administrations;
- I am enrolled at the University of Genova (UNIGE) or at one of the Institutions for Higher Education in Art and Music (AFAM) based in the Liguria region;

AGENZIA LIGURE PER GLI STUDENTI E L'ORIENTAMENTO

Sede amministrativa: Via San Vincenzo 4 · 16121 Genova · tel. 010 24911 · email: direzione@pec.aliseo.liguria.it

Codice Fiscale e Partita Iva: 02575860990



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SERVIZIO RISTORAZIONE, SPORT, CULTURA e COMUNICAZIONE

- I am enrolled on a Master's Degree Course at the University of Genova (UNIGE);
- I am enrolled at the the University of _____ Country _____
- and I am currently participating in the following International Mobility Programme:
 ERASMUS LEONARDO CINDA other (please specify) _____
- I am enrolled on a PhD programme at the University of Genova (UNIGE):
PhD course _____ Year no. _____
- I am enrolled on a Postgraduate course at the University of Genova (UNIGE):
Postgraduate course _____ Year no. _____
- I am a winner of a scholarship granted by the University of Genova (UNIGE) or other public body / institution for the academic year _____
- I have read the Provisions of the Catering Service available on the ALISEO institutional website: www.aliseo.liguria.it.

Please attach the following documents:

- a copy of your **university card**;
- a **certificate issued** by the university you are enrolled at indicating the course name and duration (Certificate of enrolment on: Doctorate, Erasmus, Master, Specialisation or other).

Place and date _____

Student's Signature _____

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PRIVACY NOTICE ON THE PROCESSING OF PERSONAL DATA

Regulation (EU) 2016/679 (GDPR) and Legislative Decree (D. Lgs) no. 101/2018

ALiSEO (Agenzia Ligure per gli Studenti e l'Orientamento, with registered office in Via San Vincenzo no. 4, Genova; e-mail address: dpo.privacy@aliseo.liguria.it; certified e-mail address: direzione@pec.aliseo.liguria.it; switchboard no.: +39 010 24911), in its capacity as Controller, provides the following information with regard to the processing of personal data for the purpose of carrying out its specific tasks in the public interest and whenever exercising official authority.

DATA PROTECTION OFFICER

Under article 37 of the EU's GDPR, ALiSEO has designated the Data Protection Officer (DPO). For the exercise of your rights as a data subject or for general enquiries, you may contact the DPO by email (address: dpo.privacy@aliseo.liguria.it) or by post writing to: DPO c/o ALiSEO, Via San Vincenzo n. 4, 16121 Genova;

OBJECTIVES AND LAWFULNESS OF PROCESSING

Your personal data shall be exclusively processed for carrying out the institutional functions of ALiSEO as established by the legislation currently in force, in particular with regard to the request submitted by accommodated students in order to access the subsidised Catering Service.

The legal basis of the processing of personal data is represented by the need to implement a legal obligation and/or to perform a task of public interest related to the exercise of public powers vested in the Controller (as per regional law 25/2018).

CATEGORIES OF PERSONAL DATA PROCESSED

For the subsidised Catering Service for accommodated students, ALiSEO collects and processes personal details such as your name, address and contact details, your date of birth, university details, etc...

DATA PROCESSING

Personal data shall be processed in compliance with the technical and organisational measures required by the EU's GDPR and in a manner that ensures confidentiality. The data shall not be processed by automated decision-making processes. All data shall be processed, both in electronic and paper form, in accordance with the principles of lawfulness, fairness and transparency and shall be protected by technical and organisational measures to ensure appropriate security in compliance with Article 25 and Article 32 of the EU's GDPR.

DATA RETENTION

Your personal data shall be processed for the time strictly necessary to achieve the purposes for which the data were collected, in relation to the obligations as defined by the legislation on retention of administration documents; unless otherwise determined by MIUR or regional regulations, the data shall be stored for ten (10) years;

OPTIONAL OR MANDATORY NATURE OF PROVIDING DATA AND CONSEQUENCES OF ANY POSSIBLE REFUSALS TO PROVIDE PERSONAL DATA

The provision of your data is mandatory. In case of refusal, ALiSEO will not be able to process and take charge of your request;



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SUBJECTS AND CATEGORIES OF RECIPIENTS FOR THE COMMUNICATION AND DISCLOSURE OF PERSONAL DATA

Your personal data shall be processed exclusively by the staff and collaborators of ALiSEO or by external parties expressly appointed as data processors. Apart from these cases, the data shall not be disclosed nor shall be communicated to third parties, except where it is necessary to communicate them to other subjects in cases specifically provided for by national or EU laws or regulations (e.g. public subjects who are authorised by laws or regulations, or who need to process the data for institutional purposes; other subjects, including private ones, who are entitled on the basis of specific laws or regulations).

Your personal data shall be disclosed only when required by a law or regulation. The dissemination of any sensitive data that may reveal your state of health as well as judicial data provided by you is not permitted;

DATA TRANSFER OUTSIDE THE EU

Your personal data shall not be transferred to a non-EU country;

RIGHTS OF THE DATA SUBJECT

The data subjects, where applicable, have a right to obtain from ALiSEO access to the data and shall have a right to rectification, erasure, restriction of processing and a right to object in compliance with Article 15 and subsequent articles of the EU's GDPR.

You may submit your request to ALiSEO or to the DPO by email (address: dpo.privacy@aliseo.liguria.it) or by post, addressing a letter to: DPO c/o ALiSEO, Via San Vincenzo n. 4, 16121 Genova.

This is without prejudice to the right of the data subject to lodge a complaint with the Italian Data Protection Authority (www.garanteprivacy.it).

Place and Date, _____ Student's Signature, _____

* IMPORTANT: IF YOU UPLOAD THIS FORM ONLINE, PLEASE ATTACH THE INFORMATION AND ENTER THE FOLLOWING IN THE TEXTAREA:

"I, the undersigned,

FIRST NAME _____

LAST NAME _____

pursuant to Article 13 of EU's GDPR 2016/679, hereby acknowledge that I have read and fully understand ALiSEO Privacy Notice."