Annex No. 1 to the Study Contract
**Student Information Notice Regarding the Processing of Personal Data
by "Gheorghe Asachi" Technical University of Iași**

"Gheorghe Asachi" Technical University of Iași (hereinafter referred to as TUIASI) is taking actions to comply with the current legislation related to respecting your rights and protecting the personal data you entrust to the university, including the provisions of the European Union’s General Data Protection Regulation (GDPR) No. 679/2016, applicable as of May 25, 2018. TUIASI has a designated Data Protection Officer (DPO) who coordinates the Personal Data Protection Department. For any assistance needed regarding the observance of personal data protection rights by our institution, you can contact this department: cpdcp@groups.tuiasi.ro, tel. +40232701274, website: <https://www.tuiasi.ro/compartimentul-protectia-datelor-cu-caracter-personal/>.

Categories of personal data processed, the legal basis for processing, and the purposes of processing: Based on the legal framework applicable in Romania and on the contractual situation you have with TUIASI as the personal data controller, during the collaboration period the university processes personal data belonging to you and which are held by its departments and services that are related to:

* identification data, according to personal identification documents issued by Romanian state authorities (birth certificate, identity card), or other states’ authorities (passport), where applicable, for identifying you in contracts concluded under Law of Higher Education No. 199/2023;
* financial data (account number, income earned at the institution, personal financial statements) for payments between parties and in order to maintain financial and accounting records in accordance with the Fiscal Code;
* personal characteristics (date of birth, place of birth, nationality, marital status) necessary for establishing entitled rights;
* photographs for issuing documents (academic documents, access badges) in compliance with legal requirements and with a view to implementing safety, security, and access control measures to the University's infrastructure, services, and facilities;
* your image, captured by video surveillance systems, necessary in order to monitor the access of individuals/vehicles in spaces/areas managed by the institution, and to ensure the security of these spaces/areas and assets, as well as the safety of individuals present in these spaces/areas;
* medical opinions regarding your health condition (based on medical certificates and statements, including vaccination records and health assessments stipulated in applicable regulations and used accordingly);
* information regarding your academic progress, assessment results, image and voice, messages, videos, files that were sent, or any other materials containing data processed through the use of educational IT platforms, username and access password for participating in online educational activities, in order to fulfil the legal obligation to ensure the right to education and the effective conduct of the educational process;
* your qualifications, professional history, memberships in professional organizations, publications, and creations of technical or scientific value;
* contact details (address, phone number, personal email) necessary for the ongoing conduct of the educational and research activities specific to the university.

**Data Recipients:**

Personal data are communicated, based on the methodology established by the applicable legal framework, to guarantee health insurance and to ensure free access to domestic rail transport. In accordance with the contract concluded under the existing legal framework, your data are communicated to the Iași Public Transport Company for the reimbursement of public transport. If you are the beneficiary of a scholarship under Law 376/2004 regarding private scholarships with subsequent amendments, your academic record is transmitted to the sponsor strictly for monitoring the execution of the scholarship contract. Images recorded through video surveillance systems are transmitted, upon request, to institutions with legal attributions.

**Transfer of Personal Data to Third Parties:**

The data held within the institution's informational systems are not communicated to third parties unless the request is made based on an application submitted in accordance with a legal basis provided by Romanian state institutions or for the fulfilment of contractual obligations between you as a student and TUIASI as an educational service provider.

**Retention Period for Personal Data:**

The data associated with school contracts and the fulfilment of related obligations are retained by the institution in accordance with TUIASI's Archival Nomenclature. We note that the retention of personal data within the institution is intended to provide the data subject, upon request, with information regarding the period of schooling spent within the institution, even after the completion of this period of instruction. This is additionally subject to the applicable legal framework in Romania, as provided by the Order of the Minister of Education and Research No. 4156 / 27.04.2020 regarding the regime of study documents and university records in the higher education system, with subsequent amendments. This order stipulates a permanent retention regime at the level of the institution and its archives (Article 7, paragraph (1)) for data found in study documents (diploma supplement, descriptive supplement, or Europass supplement to the diploma; academic transcript or grade annex; matriculation register; unique register of forms and issuance of study documents; grade books; academic records). The retention period for images recorded by video surveillance systems is a maximum of 30 days.

The rights of data subjects:

As a TUIASI student, you are also a data subject under the GDPR. In this capacity you have the following rights:

● right of access: this refers to the right to receive a confirmation from TUIASI regarding the processing of personal data, as well as access to them;

● the right to rectification: you may request the modification of personal data, if they were registered incorrectly, incompletely or there have been changes to the data provided during registration (change of identity documents, change of name);

● the right to restrict processing: you can exercise this right when you consider that the processing is illegal, or the data are inaccurate.

If you consider that the processing operations carried out by TUIASI violate your rights mentioned in Regulation (EU) 2016/679, you can make a written request (dated and signed) to TUIASI at the TUIASI Registry in Bd. Dimitrie Mangeron, no. 67, Corp T, Iași or to the Data Protection Officer (DPO) at the email address dpo@tuiasi.ro.

You also have the right to file a complaint with the National Supervisory Authority for the Processing of Personal Data (located in Bucharest, Bd. General Gheorghe Magheru no. 28-30, Sector 1, postal code 010336, tel. 0318059211, email address anspdcp@dataprotection.ro), the procedure being presented on the authority's website at [www.dataprotection.ro](http://www.dataprotection.ro).

Technical and organisational measures for personal data protection:

Through the measures it has instituted, "Gheorghe Asachi" Technical University of Iași ensures that it respects the rights regarding the personal data it holds, informing whenever new data processing occurs outside of any legal, contractual basis, intended to protect your vital interests, carried out for the fulfilment of a purpose of public interest or as a result of the exercise of authority by an authorised official institution.

Provision of personal data necessary for compliance with a legal obligation of the data controller:

We inform you that the legal provisions we have mentioned oblige us to request and process the categories of data listed previously. Thus, to the extent that you do not agree with the processing of personal data, we will be unable to conclude the Study Contract.

I, the undersigned ..............................................................................................................................., declare that I have been informed of the processing of personal data by "Gheorghe Asachi" Technical University of Iași as previously mentioned, having read and understood this information notice.

Date Signature,

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Annex No. 2 to the Study Contract **Consent Statement Regarding the Processing of Personal Data**

I, the undersigned ………………………………………………………………………………………………………….., hereby declare that I request the following amendments regarding the processing of personal data:

⃝ **I agree** / ⃝ **I do not agree** that personal data regarding my academic and financial situation (payment of tuition fees) may be provided upon request to my first-degree relatives or my legal representatives (guardians).

⃝ **I agree** / ⃝ **I do not agree** to be contacted by phone to resolve matters related to my status as a student.

In the event that I do not provide a valid phone number in the Study Contract, I understand and accept the decision made in my absence regarding the existing situation and the communication method decided by the Secretariat.

⃝ **I agree** / ⃝ **I do not agree** to be contacted via my personal email to resolve matters related to my status as a student. In the event that I do not provide a valid email address, I understand and accept the decision made in my absence regarding the existing situation and the communication method decided by the Secretariat.

⃝ **I agree** / ⃝ **I do not agree** that my academic record may be transmitted to third parties (with whom the University has established an agreement for this purpose) strictly for the purpose of being used in the process of evaluating the conditions for granting a scholarship under the legal framework provided by Law No. 376/2004 on private scholarships with subsequent amendments.

⃝ **I agree** / ⃝ **I do not agree** that photographic images, video sequences, or other multimedia materials made at events organized by "Gheorghe Asachi" Technical University of Iași or at events where the University is a partner and in which my clear image appears (I can be directly identified) may be used by "Gheorghe Asachi" Technical University of Iași to promote those actions and activities or to promote "Gheorghe Asachi" Technical University of Iași and its services in general.

 Date Signature,

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Annex no. 3 to the Study Contract

**Notice on the Running of the Doctor’s Office/Dental Office on Campus**

Within “Gheorghe Asachi” Technical University of Iaşi run two dental offices with the following medical staff: dr. Cozma Neculai Cristian, dr. Iacob Cristina, dr. Munteanu Simona, dr. Burghelea Maria Magdalena and nurses Băiceanu Angela, Stan Anişoara, Roznovăţ Elena Cristina, staff hired by the General Department of Social Assistance of Iaşi County as a part of Iaşi City Hall.

The medical practice is established according to the normative acts that regulate medical care in educational institutions.

The dental office provides free medical services (preventive and curative) to the university students: dental hygiene education, healthy eating and lifestyle education, yearly individual exams, prevention of tooth decay and of other conditions of the dental and maxillofacial apparatus, treatment of simple cavities and their complications, scaling, extractions, professional cleanings, emergency dental treatments.

The scheduling of individual appointments is made on the patients’ demand.

The practice of the dental office is strictly confidential. Exams are performed in person in the dental office only.

If the processing of personal data for the mentioned purposes interferes with your rights and interests or if you are interested in a more detailed briefing on it, please contact the Personal Data Protection Department at “Gheorghe Asachi” Technical University of Iaşi at cpdcp@groups.tuiasi.ro according to art. 38 par. 4 of Regulation no. [679 of 27 April 2016](file:///D%3A%5CTUI%5C00_traduceri%5Ctraduceri%20si%20verif.traduceri%20univ%5CProrectorat%20didactic_iulie%202024%5C12045068.htm) regarding the protection of natural persons with respect to the processing and free circulation of personal data.

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| --- | --- |
| Date | Signature |