

INFORMATION ON THE CONFIDENTIALITY OF PERSONAL DATA (2024)

According to E.U. Regulation 679/2016 on the protection of individuals with regard to personal data processing, the University of Bucharest is a data controller.

1. Why do we collect information about you?

For Admissions, the University collects and processes personal data (given name(s), surname, personal identification number, ID series and number, domicile (residence) address, education history, personal e-mail address, etc.) for the following purposes:

- registration of candidates through documents' submission either at the faculty offices or electronically;
- verification of data in the submitted files;
- accessing the candidate's data in the Integrated Computerized System of Education in Romania (SIIR);
- organization of entrance exams assessing the candidates' knowledge and skills; exams held online will be recorded in their entirety for evidence purposes;
- in order to send the results of the admission contest towards the Ministry of Education.

Other data concerning the ethnicity, special social situation (orphan or, disadvantage groups) as well as those which referred to the special medical situation will be provided by the candidate which asked for special rights established by law. This information will be used only in agreement with the obligation required by law for the University.

In order to register yourself in view of sitting an admission test held by the University, you are obliged to provide such personal data; refusal to do so means failure to meet the legal requirements for appearing at and taking an admission test.

Following the entrance exams, the candidates' data can be used for statistical and analytical purposes necessary for promoting the educational offer of the University of Bucharest, for improving the admission process and for developing new functionalities of the Admissions platform.

2. The legal basis of the processing of personal data

The information is legally processed in compliance with:

- The Higher Education Law (i.e. Law no. 199 / 2023), as last amended;
- Order of M.E. no. 3020 / 2024;
- Order of M.E. no. 3693 / 2024;
- E.U. Regulation no. 679/2016 – GDPR.

For the purposes of E.U. Regulation no. 679/2016, each processing of personal data processing should meet one of the following conditions:

- the data subject has given consent, Article 6(1)a: accessing the SIIR;
- at the request of the data subject, it is necessary to take the following steps before concluding a contract, Article 6(1)b: registration of candidates, verification of files, taking entrance exams physically at the institution's address or online, recording of online competitions,
- compliance with legal obligations, Article 6(1)c: meeting the legal requirements for registration procedures/sitting competitions and data transmission to authorities;
- public interest, Article 6(1)e: publication of results, statistics and surveys about the educational offer;
- legitimate interests pursued by the University, Article 6(1)c: data analysis in order to improve and develop new functionalities of the platform used for admission contests.

3. Categories of recipients of personal data

We are bound by law to report certain information to the relevant authorities, such as the Ministry of Education or other public institutions.

4. How do we protect the confidential information that we collect?

Your personal information is kept in written and/or electronic format. We ensure the information we hold is kept in secure locations, with an adequate level of security and with access allowed to authorized personnel only. The information used for statistical purposes is anonymized.

With respect to our collaborators, we ensure that the persons empowered are contractually obliged to implement technical and organizational data protection measures, if the data processed by them identifies or could identify a person.

5. Storage location and duration

The personal data collected is stored on the servers of the University of Bucharest or in locations within it. The storage time for each category of personal data is in compliance with the legal requirements, the internal regulations of the University and the best practices in this field.

6. Rights related to the processing of personal data

According to E.U. Regulation 679/2016, you have the following rights: information, access to personal data concerning you, rectification or deletion, restriction of processing, the right to oppose the processing, and the right to data portability. In addition, you have the right to appeal to the competent judicial court. The availability of these rights depends on the legal justification of the data processing. If the processing of personal data is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing carried out on the basis of consent before its withdrawal.

According to E.U. Regulation 679/2016, you have the right to submit a complaint to the National Supervisory Authority for the Processing of Personal Data. More details can be obtained by accessing the following link: <http://www.dataprotection.ro/>.

In order to exercise your rights or to update your information, contact the University of Bucharest via the e-mail address dpo@unibuc.ro.

Semnătură/ Signature: