Bocconi

# PRIVACY POLICY

The Università Commerciale “Luigi Bocconi”, with registered office in Via Sarfatti 25, Milan, as “Data Controller” (hereinafter “Controller” or “University”), informs you that your personal data will be processed in compliance with the legislation on the protection of personal data (EU Regulation 2016/679, "GDPR", and D. Lgs. 196/2003 “Privacy Code”), in order to guarantee the rights, fundamental freedoms, and dignity of individuals, with particular reference to confidentiality and personal identity.

The Data Protection Officer (hereinafter, “DPO”) can be reached at dpo@unibocconi.it.

## 1. Data

Data processed by the University may include:

- personal information (first name, last name, place of birth, social security number);
- contact information (email address, telephone number, address of residence and/or domicile);
- data for the verification of requirements and related to the university career (titles, evaluation of tests, curriculum vitae).

## 2. Purpose and legal basis of processing

In compliance with current legislation on the protection of personal data, your data will be processed to provide students/graduates and companies/institutions with the necessary assistance for the insertion into the world of work, through dedicated channels.

In addition, in order to improve outgoing orientation, the data are processed for the organization of seminars, career days and similar events.

The legal basis for the processing is art. 6, par. 1, letter e) of the GDPR, in compliance with the provisions of art. 6 of Legislative Decree 279/2003.

## 3. Recipients of personal data

Within the scope of the above purposes, the data may be communicated to:

- structures within the University (teaching secretariat, teachers, departments, faculty councils, committees);
- third companies, as data processors, specifically appointed pursuant to art. 28 of the GDPR or as independent data controllers;
- accredited or authorized public and private operators and potential employers for the purpose of job placement;

The list of data processors may be requested from the Data Controller, at the addresses indicated above.

## 4. Methods of data processing

In relation to the indicated purposes, the processing of personal data is done through manual, computer and telematics tools with logic strictly related to the purposes and, however, in such a way as to ensure the security and confidentiality of data, in addition to compliance with specific obligations under the law.

Your personal data will be processed only by authorized personnel, in accordance with the provisions of art. 29 of the GDPR and art. 2-quaterdecies of the Privacy Code, because of the performance of their duties.

## 5. Data retention

Your personal data will be kept only for the time necessary for the purposes for which they are collected, in accordance with the principle of minimization ex art. 5, par. 1, lett. c) of the GDPR.

The student registry ang career data are stored for a period of time indefinite.

The conservation of the remaining data is subject to the conservation times of the administrative acts that contain them.

For administrative, accounting and contractual activities, the retention time required by art. 2220 of the Italian Civil Code is 10 years.

## 6. Data transfer

Data are not transferred abroad.

In the case of a possible transfer of data to Third Countries, the Controller informs that the processing will take place according to one of the modalities allowed by the law in force, such as for example the adoption of Standard Contractual Clauses approved by the European Commission, the selection of subjects adhering to international programs for the free circulation of data or operating in countries considered safe by the European Commission, and in any case according to the provisions of articles 44-49 of the GDPR.

## 7. Data subject's rights

You have the right to access your personal data at any time, in accordance with articles 15-22 of the GDPR. In particular, as data subject, you have:

a) the right to obtain confirmation as to whether or not personal data concerning you is being processed and, if so, to obtain access to it (Art. 15);

b) the right to obtain the updating and/or rectification/supplementation of your personal data (art. 16);

c) the right to obtain the deletion of your personal data, in cases where this is allowed by the GDPR (art. 17);

d) the right to obtain the limitation of the processing of your personal data, in cases where one of the hypotheses provided for by the legislation in force (art. 18);

e) the right to object to the processing, except for those contained in records that must be compulsorily kept by the University and unless there is an overriding legitimate reason for the University to continue the processing;

f) for non-compulsory data processing that finds its legal basis in consent, the right to revoke consent, without prejudice to the lawfulness of the processing carried out prior to revocation.

Without prejudice to any other administrative or jurisdictional recourse, you also have the right to lodge a complaint (art. 77 GDPR) with the Privacy Authority (www.garanteprivacy.it), if you believe that the processing that concerns you violates the regulations in force regarding the protection of personal data.

To exercise all of the above rights, you may contact the Data Controller or the DPO in writing at the addresses indicated above.

In order to exercise all the above-mentioned rights, you may use the dedicated Privacy Web Form available here (or by scanning the QR code below), or contact the Data Controller or the DPO in writing at the contact details indicated above.

Privacy Web Form

