

**INFORMATION CLAUSE FOR A PERSON APPLYING FOR THE ALLOCATION OF A PLACE IN THE  
STUDENT'S HOUSE/ DORMITORY OF THE WYŻSZA SZKOŁA BIZNESU - NATIONAL LOUIS UNIVERSITY  
BASED IN NOWY SACZ**

**Pursuant to Article 13 and Article 14 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of April 27, 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), hereinafter referred to as "RODO"), we inform you that:**

1) The administrator of your personal data obtained and processed in connection with the connection with your desire to receive a place in the academy is the Wyższa Szkoła Biznesu - National Louis University with its registered office in Nowy Sącz, 27 Zielona St., 33- 300 Nowy Sącz, NIP: 734-10-03-635, REGON: 490028409 (hereinafter referred to as "Administrator"). You may contact us via e-mail address: [rektorat@wsb-nlu.edu.pl](mailto:rektorat@wsb-nlu.edu.pl), by phone at +48 (18) 44 99 111 or by mail to the address of the registered office.

2) For all matters relating to the processing of personal data and the exercise of rights related to the processing of such data, you may contact the Data Protection Officer via e-mail address: [inspektor@wsb-nlu.edu.pl](mailto:inspektor@wsb-nlu.edu.pl) or by mail to the Administrator's registered office address.

3) As a rule, your personal data is provided by you directly at the time you apply for residence in the student's house/ dormitory.

4) Your personal data will be processed in particular for the purposes of:

- conducting the recruitment process - the legal basis for data processing is the necessity of processing for the performance of the contract (Article 6(1)(b) of the RODO), and, in addition, the legal obligation (Article 6(1)(c) of the RODO) in the form of the need to implement the requirements under specific laws, including primarily the Act of July 20, 2018. Law on Higher Education and Science (Journal of Laws of 2021, item 478, i.e.), and in terms of data provided optionally - the legal basis for processing is consent (Article 6(1)(a) RODO),
- conducting proceedings for the purpose of granting material aid to the student by the university - the legal basis for processing the student's personal data and the personal data of family members provided by the student is Article 6(1)(c) of the RODO, and in the case of special category data is Article 9(2)(g) of the RODO in conjunction with Article 86 of the Law of July 20, 2018. - Law on Higher Education and Science.
- Handling and dealing with complaints/complaints, asserting and defending rights in the event of counterclaims - the legal basis for data processing is the legitimate interest of WSB-NLU as a Data Controller (Article 6(1)(f) RODO),
- contacting Users and responding to messages and inquiries previously sent by them, both directly in traditional form and by email, as well as through the use of active chat and/or electronic contact forms - the legal basis for processing is the legitimate interest of the Administrator (Article 6(1)(f) of the RODO),

- IT service and ensuring IT and information security at the Administrator - the legal basis for the processing is the Administrator's legitimate interest (Article 6(1)(f) of the RODO),
- ensuring the physical security of the university, including the use of video surveillance - the legal basis for the processing is the legitimate interest of the Administrator (Article 6(1)(f) RODO),

5) Submission of personal data is voluntary, but necessary for the allocation of a place in the dormitory. Consent is always voluntary, and consent can be withdrawn at any time. Withdrawal of consent does not affect the lawfulness of processing that was carried out on the basis of consent before its withdrawal.

6) Your personal data will be processed and stored for the period necessary for the performance of the contract, and thereafter for the purposes and for the time and to the extent required by law or for the safeguarding of possible claims, or until the withdrawal of the granted consent or an effective objection to the processing. Data recorded by the video surveillance system is stored for a period of no more than 3 months. If the video surveillance recordings constitute or may constitute evidence in proceedings under the law, the period is extended until the proceedings are legally concluded.

7) In connection with the implementation of the services available on the Website, the Administrator will transfer the acquired personal data to external entities, including in particular suppliers responsible for the operation of IT systems, entities such as banks and payment operators, entities providing accounting, legal, auditing, consulting services, marketing agencies (to the extent of marketing services) and entities affiliated with the Administrator - under the relevant agreements of entrustment of personal data processing.

8) The level of protection of personal data outside the European Economic Area (EEA) differs from that provided by European law. The Administrator always informs you of its intention to transfer your personal data outside the EEA at the stage of collection. Your personal data will be transferred outside the EEA only when necessary and with an adequate level of protection, primarily by:

- cooperation with processors of personal data in countries, for which a relevant decision of the European Commission has been issued,
- application of standard contractual clauses, issued by the European Commission,
- application of binding corporate rules, approved by the competent supervisory authority.

9) We will not make automated decisions against you based on your personal data, including decisions resulting from profiling.

10) You have the right to request from us access to your data, rectification, deletion or restriction of processing, the right to data portability, as well as the right to revoke your consent at any time. Withdrawal of consent does not affect the lawfulness of processing that was carried out on the basis of consent before its withdrawal.

11) In case of doubts related to the processing of personal data, any person may request information from the Administrator.

12) You have the right to object to processing where personal data will be processed on the basis of Article 6(1)(f) RODO (legitimate interest of the controller). Once an objection has been lodged, the Controller will no longer be able to process personal data unless the Controller can demonstrate the existence of compelling legitimate grounds for the processing which override the interests, rights and freedoms of the data subject, or grounds for establishing, asserting or defending against claims.

13) Notwithstanding the above, everyone has the right to lodge a complaint to the supervisory authority - the President of the Office for Personal Data Protection (2 Stawki Street, 00-193 Warsaw, tel. 22 531-03-00, e-mail: [kancelaria@uodo.gov.pl](mailto:kancelaria@uodo.gov.pl)).