Approved 29 July 2022

 Rector's Order No SĮ-15

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CONSENT

REGARDING PROCESSING OF PERSONAL DATA

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*Date*

.................................................................

 *Place*

I,....................................................................................................................................,

*(name, surname)*

 am informed and do hereby agree that:

1. Vilnius Academy of Arts (hereinafter - VDA, Academy) would receive and process my personal data listed below:

|  |  |
| --- | --- |
| Nr.  | Category of personal data |
| 1. | Name |
| 2. | Surname |
| 3. | Citizenship |
| 4. | Address |
| 5. | Phone No |
| 6. | Email address |
| 7. | The name of the graduated higher education institution |
| 8. | Name of completed study programme |
| 9. | Obtained qualification degree |
| 10. | Year of graduation |
| 11. | Information about the financing of third-cycle studies at a Lithuanian higher education institution |
| 12. | Information about the chosen first and second study institution |
| 13. | Personal data contained in the first-cycle (bachelor's) graduation diploma and its addendum/appendix |
| 14. | Personal data contained in the diploma of the second cycle (master's degree) studies and its addendum/appendix |
| 15. | Personal data contained in the curriculum vitae (CV) |
| 16. | Personal data contained in the portfolio (reviews in the press, photographs of works reflecting the development of creative activity, etc.) |
| 17. | Personal data contained in recommendations of scientists/artists |
| 18.  | Personal data contained in the list of publications and copies of publications |
| 19. | Personal data contained in the copy of the receipt or transfer of the paid entrance fee |
| 20. | Personal data contained in a copy of the personal data page of the passport or a copy of the personal identity card |
| 21. | Personal data contained in a copy of the document confirming the change of name and/or surname, if not all the submitted documents are in the same name and/or surname |
| 22. | Personal data contained in a scientific/artistic research project |

2. VDA collects and uses your personal data to organize selection for studies and admission to studies. Personal data is processed only for the purposes for which it is collected.

3. The following processing actions would be performed with the personal data listed above: collection of personal data, use of personal data to achieve the purposes specified in this consent, data storage and destruction.

4. Personal data may be transferred: (1) to a court, law enforcement agencies or state institutions, companies to the extent that such provision is determined by the requirements of legal acts; (2) applicants for joint doctoral studies in Vilnius Academy of Arts, Lithuanian Cultural Research Institute and Lithuanian Academy of Music and Theater, or joint art doctoral studies in Vilnius Academy of Arts and Kaunas University of Technology in the field of architecture, the institution to which the person was invited to study (Lithuanian Cultural Research institute, Lithuanian Academy of Music and Theater, Kaunas University of Technology); (3) your personal data may be transferred to other persons only with your consent, if such consent is obtained for a specific case.

5. Personal data at VDA is processed legally, honestly and transparently, in compliance with the requirements of legal acts, only for the purposes set out in this consent, as well as ensuring data security, implementing appropriate technical and organizational measures to protect data from illegal destruction and/or accidental change, disclosure and from any other unlawful processing.

6. Any change of the personal data processed in accordance with this consent, must be properly notified to VDA and emailed to: dap@vda.lt, studijos@vda.lt.

7. Validity period of the consent: this consent and my personal data specified in it are stored for 5 (five) years from the withdrawal of consent or the end of its validity period (from the end of the selection for studies carried out by VDA) or from the date of acceptance of VDA decision to no longer process personal data for the purposes specified in the consent. This term may be extended if personal data is used or may be used as evidence or a source of information in a pre-trial or other investigation, including the investigation conducted by the State Data Protection Inspectorate, in a civil, administrative or criminal case or in other cases established by law. In this case, personal data may be stored as long as necessary for these data processing purposes and destroyed immediately when no longer needed.

8. Information related to the processing of my data on the basis of this consent, in accordance with the 2016 April 27 Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and which repeals Directive 95/46/EC (General Data Protection Regulation) (hereinafter - the General Data Protection Regulation), is this:

8.1. ***Data controller: -*** Vilnius Academy of Arts, 01124, Maironio st. 6, Vilnius.

8.2. ***Contacts of the data protection officer*:** dap@vda.lt, tel. (8 5) 210 5453.

8.3. ***Purposes of data processing:*** the personal data specified in this consent will be processed only for the purposes for which consent was given in point 2;

8.4. ***Legal basis for data processing:*** the legal basis for the processing of personal data specified in this consent is this consent;

8.5. ***Recipients of personal data:*** the personal data specified in this consent may be transferred to the recipients of data specified in section 4 of this consent.

8.6. ***Rights of data subjects.*** The right to request access to and rectification or deletion of data, the right to restrict data processing, the right to object to data processing, as well as the right to data portability. I can exercise these rights in accordance with the procedure established by legal acts. Regarding the implementation of the rights of data subjects, the data subject has the right to contact the data protection officer of the VDA through the contacts specified in section 8.2. of this consent.

8.7. ***Right to withdraw consent.*** The data subject has the right to withdraw this consent at any time. Withdrawal of the consent does not affect the legality of consent-based personal data processing carried out prior to the withdrawal of consent. The data subject can withdraw this consent in writing (directly or through a representative, upon arrival at the VDA; after sending a request by post or email: dap@vda.lt, studijos@vda.lt, the cancellation must be signed). The withdrawal of consent sent to the VDA by electronic means must be signed with a qualified electronic signature or, after signing, formed by electronic means that ensure the integrity and immutability of the text (e.g. in pdf format, by means of facsimile communication).

8.8. ***Personal data retention period.*** This consent and my personal data specified in it are stored for 5 (five) years from the withdrawal of the consent or the end of its validity period (from the end of the selection for studies carried out by VDA) or from the date of adoption of VDA decision to no longer process personal data for the purposes specified in the consent. This term may be extended if personal data is used or may be used as evidence or a source of information in a pre-trial or other investigation, including in an investigation conducted by the State Data Protection Inspectorate, in a civil, administrative or criminal case or in other cases established by law. In this case, personal data may be stored as long as necessary for these data processing purposes and destroyed immediately when no longer needed.

8.9. ***Automated decision-making***. The data will not be used to make automated decisions about you, including profiling.

8.10. ***Submission of complaints.*** The data subject has the right to appeal the actions (inaction) of the VDA to the State Data Protection Inspectorate and the court in accordance with the procedure established by legal acts.

***I hereby consent that the processing of personal data is given freely, it is clear and understandable to me that the consent is given for the specific purposes specified in the consent to the processing of personal data, and I also understand the reasons for which I give consent to the collection and processing of my personal data.***

Name, surname \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(signature)*