



POLISH-JAPANESE ACADEMY OF INFORMATION TECHNOLOGY

02-008 Warszawa
ul. Koszykowa 86
tel. (+48 22) 58 44 500
Dean's Office (+48 22) 58 44 540
(+48 22) 58 44 541

PJAiT – STUDENT CONTRACT

Field:

Mode:

Made on..... in Warsaw

SAMPLE - not to print

Student's signature:

.....

**REGISTRATION CARD OF A STUDENT OF THE POLISH-JAPANESE ACADEMY
OF INFORMATION TECHNOLOGY**

Year of commencing studies: 2023

Full name:

Address:

Tel.:

E-mail:

National personal number:

Additional (emergency) Contact:.....

.....

Higher education institution*:

*To be filled in by the candidates having previously studied at HEI other than PJAIT

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Student's signature:

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§ 1

1. Polish-Japanese Academy of Information Technology, with its registered office in Warsaw at ul. Koszykowa 86, hereinafter referred to as PJAiT or the Academy, represented by its Rector, undertakes to provide the above mentioned Student with:
 - a) a place on a programme of study in a mode specified in this Agreement;
 - b) adequate conditions for studying, including the organization of studies in the stationary and/or hybrid mode.
2. PJAiT shall pay all the costs of the Academy's maintenance, the equipment and software required to provide effective tuition, as well as the remuneration of academic teachers.

§ 2

For the duration of the programme, the Student shall:

- a) make every effort to take the full advantage of the instruction provided;
- b) use the equipment provided by the Academy in compliance with its intended purpose;
- c) pay the tuition fee and additional charges according to schedule.

§ 3

1. This Agreement remains in force throughout the entire period of study, unless terminated earlier by either party.
2. The fee consists of two elements – an amount fixed for a given year of study, which in subsequent years will be raised in the case of inflation or reduced in the case of deflation in accordance with the changes to the consumer price index in the previous calendar year announced by the President of Central Statistical Office of Poland. Details regarding the changeable elements of the tuition fee are outlined in points 9-11.
3. Tuition fee for students beginning their studies in the academic year 2023/2024 https://pja.edu.pl/wp-content/uploads/2023/06/ANG_oplaty_23_24.pdf amounts to PLN (..... PLN) for the first year of studies. Where payment is made in 10 instalments, each instalment shall be paid in advance by the fifth day of each month, with the first payable on the day prior to signing the contract and the remaining ones according to the schedule outlined in Annex 2 to the Contract. In subsequent years, subject to para 2 of this contract, the tuition fee will be as follows:
 - for the 2 year: PLN (..... PLN)
 - for the 3 year: PLN (..... PLN)
 - for the 7 semester of the studies: PLN (..... PLN)
4. A detailed schedule of payments is set forth in the Annex 2 to this Agreement, other payments and the regulations concerning them are in the Regulations concerning payments for studies at the Polish-Japanese Academy of Information Technology, which constitutes an Annex to the Chancellor's Order (hereinafter referred to as: Payments Regulation).
5. Tuition fee is reduced by 2% if paid in two instalments (one per semester), provided that the deadline set in Annex 2 referred to in item 3 has been observed.
6. The fee referred to in item 2 and 3 is an annual fee and is to be settled in full. A student choosing to pay the tuition fee in instalments acknowledges that the first instalment is payable on the day prior to signing the contract. A student signing the contract after the commencement of the academic year, is obliged to pay overdue instalments by the day of signing the Contract, in accordance with the attachment regarding tuition fees.

Student's signature:

7. The fee covers student's liability insurance (OC) and accident insurance (NNW).
8. Payments should be made to the Student's individual account, the number is generated during the on-line registration.
9. Due to the change on tuition fee outlined in point 2, a student has the right to withdraw from the contract within 14 days of date of publication of information about the indexation. This should be done in writing to take effect.
10. Changes of tuition fees and other charges mentioned in item 2 present paragraph do not have to be announced in the printed form. They will be disseminated via e-mail to the addresses given in the contract by 30 June.
11. Termination of contract takes effect on the day of submission of the relevant statement (ex nunc).
12. Subsequent indexations will apply to the fees and other charges from the previous academic year, and which had been subject to previous indexation.
13. New, indexed fees and charges will apply starting in the new academic year following the semester in which the change is announced and which are payable since 5 September of the year when indexation was announced and those which apply to the new academic year.

§ 4

1. Tuition fee shall not cover the costs of course books published in any format and other study materials, or the costs of copying such materials, as well as the costs of additional tuition resulting from factors not relating to the programme (illness, negligence, failure to pass examinations, lack of aptitude etc.).
2. Tuition fee shall not cover the cost of Student's medical check-ups, insurance costs or costs resulting from the Student's cultural or sports activities, even if the said activity is organised by, or on the premises of, PJAIT.
3. *PJAIT shall bear up to 50% of the costs of the Student's participation in obligatory plein-air workshops. The remaining costs of these, including travel costs, shall be borne by the Student¹.*

§ 5

The Student shall accept that the tuition fee is paid in respect of the educational services rendered by PJAIT, which consist in enabling the Student to participate in a number of lectures and tutorials as per curriculum, and to be assessed, either in the form of examinations or otherwise, in order to receive credit according to the Rules of Study. Payment of the tuition fee shall not vest the Student with any control rights with respect to PJAIT.

§ 6

1. Pursuant to this Agreement the Student shall grant PJAIT a free, permanent and non-exclusive license for the use of all the works developed by the Student in the course of education at PJAIT unless the parties agree otherwise in writing. The license covers all the uses known on the day of signing of this Agreement, especially displaying, copying, posting on the Internet, storing on storage devices and making available to a third party free of charge or for fee.
2. The Student may not use the works mentioned above for commercial purposes or any other purposes that can violate the conditions of the license of the software made available for

¹ Concerns the Students of the New Media Arts Department

Student's signature:

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Student for educational purposes. The Student declares that he/she will be solely responsible for any claims of third parties resulting from violation of the above-mentioned obligation.

3. Should the work mentioned in item 1 be disseminated, the Student is obliged to place, if possible, a visible note that the work was created in the course of study at PJAiT.

§ 7

1. The Academy shall provide the Student with an electronic account and a password. The Student shall use this account in his/her communications with the Academy, in particular to acquaint himself/herself with any mail sent by the Academy, and is responsible for the security of such account.
2. Irrespective of the form of communication set out in item 1 above, the parties establish the following addresses: `dziekanat@pja.edu.pl` for the Academy and for the Student as the official manner of communication between the Parties and for their declarations of intent. Any communications sent to these addresses shall be deemed delivered. The declaration of intent referred to in this paragraph item 4, §8 item , 2 §9 item 3 shall be exceptions to the above form of declaration of intent.
3. The Student is obliged to read the decision concerning any application filed by him/her. Reading the decision on an application filed via the "gakko" electronic system shall have the same effect as its acceptance, unless the Student appeals against the decision within 3 calendar days from the day on which he/she read the decision.
4. The Student shall immediately provide the Academy with a written notification of any change of place of residence. Should the Student fail to do so, any correspondence sent to the student's last known address shall be deemed duly delivered.

§ 8

1. PJAiT may remove the Student from the register of students in cases where the student fails to observe the deadline for the payment of the tuition fee without prior consent of the Academy. Upon the decision taking effect, the Agreement between the Student and PJAiT is terminated.
2. The Student shall have the right to continue his/her study if the outstanding tuition fees are settled before the decision referred to in item 1 takes effect and he/she files a relevant application with the Dean's Office. The application should be addressed to the Rector via a respective Dean.
3. In cases where the Student is in arrears, PJAiT also reserves the right to block the Student's account on the Academy's server.
4. The Student's financial arrears shall be increased by the statutory interest, as well as the costs of debt collection proceedings.
5. **The Student may discontinue studies at PJAiT upon written notice** of termination of this Contract. Subsequent tuition fee instalments shall be due and payable until the termination date, as specified in Annex 2 hereto.
6. If the Contract is terminated by either PJAiT or the student. All payments made after the date of termination shall be refunded.

§ 9

Student's signature:

1. Information on the processing of personal data of the student can be found in Annex No. 4 to this agreement.
2. The Student is obliged to immediately notify the Academy in writing of any change in his/her personal details. The consequences of a failure to do so will be borne by the Student.
3. The Student declares that all the data provided by him in the enrolment process are accurate and obliges to update them in writing in the case of any changes. The Student bears full liability for the accuracy of these data.
4. The student acknowledges and agrees to the passing of his./her personal details to Control System FMN, al. KEN 96/U-15, 02-777 Warszawa in order to generate a personalized electronic student ID card.

§ 10

1. PJAiT shall have the right to photograph students on its premises and use the resulting images for promotional purposes. The Student agrees to his/her image being published.
2. During the studies and after their completion/interruption/removal the Student agrees to receive promotional and information materials from the Academy.

§ 11

1. On graduation or removal from the student register, a student is obliged to transfer or delete all data stored in or with the help of resources provided by the Academy, especially in the email accounts stored in public clouds or local servers. Failure to do that within 60 days of finishing the study may lead to automatic removal of data.
2. Each graduate shall automatically become a member of the Alumni Club

I, the undersigned, hereby declare that I have read this Agreement, the Rules of Study and the Library Regulations and I undertake to comply with them strictly. Regulations are available at website: www.pja.edu.pl

Date:

.....

.....
Date and Student's signature

.....
Rector's signature

****As a parent/legal guardian of the Student, I represent that I accept the terms and conditions of the Agreement, accept that the Student makes independent decisions relating to the course of his studies and acknowledge that the Academy will contact the Student regarding all matters relating to his studies.***

.....
date and signature of Parent or Legal Guardian

Student's signature:

.....

I authorize my parents or legal guardians to obtain from the Academy information concerning the course of my studies, including information on payments for studies, and to obtain documents directly relating to this**.

.....
Student's signature (voluntary)

I consent that the Academy of submits any information concerning the course of my studies to central and local government entities, in cases relating to me and conducted by these entities. In particular, this consent relates to the cases where I might apply for the Polish visa or for the right of temporary or permanent residence in the territory of the Republic of Poland.

The student has the right to withdraw the consent at any time.

He/she can do it:

- 1) in writing - it is enough to submit a written statement to this effect in the Dean's Office.***
- 2) by e-mail (iod@pjwstk.edu.pl, dziekanat@pja.edu.pl), indicating in the message content what the consent for the processing of personal data concerned.***

Withdrawal of the consent does not affect the legality of processing carried out on the basis of consent before its withdrawal**.

.....
Student's signature (voluntary)

** Concerns parents or legal guardians of persons being minors at the date of the signature of the Agreement.*

*** voluntary*

Annexes to the Contract:

1. Student oath
2. Schedule of payment of tuition fee.
3. List of additional fees
4. Information on personal data processing
5. Declaration of consent to the use of the image

Annex 1 to the Agreement

Student Oath

As a student of Polish-Japanese Academy of Information Technology, I solemnly promise to fulfill my duties conscientiously, to persistently acquire knowledge, to pursue and testify to the truth in my actions, to observe the regulations applying to students as well as standards of proper academic conduct and to cherish the Academy's good name.

.....
Date and Student's signature

Student's signature:

Dates of payment of tuition fee in the academic year of 2023/2024

| | 2 instalments (one per semester) | 10 instalments |
|---------------|--|--|
| 1 instalment | payable on the day prior to signing the contract | payable on the day prior to signing the contract |
| 2 instalment | 2024-02-05 | 2023-10-05 |
| 3 instalment | | 2023-11-05 |
| 4 instalment | | 2023-12-05 |
| 5 instalment | | 2024-01-05 |
| 6 instalment | | 2024-02-05 |
| 7 instalment | | 2024-03-05 |
| 8 instalment | | 2024-04-05 |
| 9 instalment | | 2024-05-05 |
| 10 instalment | | 2024-06-05 |

In the subsequent years, payments shall be made according to a corresponding schedule.

| | 2 instalments (one per semester) | 10 instalments |
|---------------|-------------------------------------|----------------|
| 1 instalment | September, 5 | September, 5 |
| 2 instalment | February, 5 | October, 5 |
| 3 instalment | | November, 5 |
| 4 instalment | | December, 5 |
| 5 instalment | | January, 5 |
| 6 instalment | | February, 5 |
| 7 instalment | | March, 5 |
| 8 instalment | | April, 5 |
| 9 instalment | | May, 5 |
| 10 instalment | | June, 5 |

Student's signature:

Additional fees

| | | WARSAW | GDAŃSK, BYTOM |
|---|---------------------------------|--|--|
| ENROLMENT PROCEDURE FOR INTERIOR DESIGN AND GRAPHIC DESIGN | | 150 PLN | 150 PLN |
| ENROLMENT PROCEDURE FOR OTHER FIELDS OF STUDY | | 85 PLN | 85 PLN |
| CHANGE OF MODE OF STUDY | | 500 PLN | 500 PLN |
| RESIGNATION FROM ITN OR ADDITIONAL SPECIALISATION (within the set deadline) | ALL MODES OF STUDY | 1/2 OF THE RELEVANT FEE | |
| ADDITIONAL SPECIALISATION Computer Science/Information Management / sem. | | 1200 PLN | 1000 PLN |
| ADDITIONAL FEE FOR AN ITN REQUEST SUBMITTED AFTER DEADLINE SET BY THE DEAN/ each subject | | 300 PLN | 300 PLN |
| ITN - SINGLE SUBJECT ONLINE AS PART OF OPEN STUDIES | IN POLISH | 1200 PLN | 1200 PLN |
| | IN ENGLISH | 1500 PLN | 1500 PLN |
| TUTORIALS FOR PERSONS WITHOUT STUDENT STATUS | | 800 PLN | 800 PLN |
| ADMISSION OF CANDIDATES NOT HAVING PASSED SCHOOL-LEAVING EXAM, BACHELOR'S AND MASTER'S EXAM | | 1500 PLN | 1500 PLN |
| ADDITIONAL LANGUAGE COURSE | STUDENTS AND GRADUATES OF PJAIT | 500 PLN | 500 PLN |
| STUDENT ID CARD | | 22 PLN | 22 PLN |
| DUPLICATE OF ELECTRONIC STUDENT ID CARD | | 33 PLN | 33 PLN |
| DUPLICATE OF THE DIPLOMA or SUPPLEMENT | | 20 PLN | 20 PLN |
| REGISTRATION FOR POSTGRADUATE STUDIES | | 1500 PLN | 1500 PLN |
| PAYMENT FOR APPLICATION TO VERIFY EDUCATIONAL OUTCOMES | | 500 PLN | 500 PLN |
| PAYMENT FOR CONFIRMATION OF EDUCATIONAL OUTCOMES FOR EACH SUBJECT (Irrespective of the commission's decision) | | 300 PLN | 300 PLN |
| Registration fee for persons resuming studies (applies to persons removed from the PJAIT student register) | | if the student resumes studies in the same semester - 50% registration fee | if the student resumes studies in the same semester - 50% registration fee |
| | | in subsequent semesters – full registration fee | in subsequent semesters – full registration fee |
| IT, Graphic Design, Interior Design, Information Management, Culture of Japan (Cultural Studies) | | 1000 | 1000 |
| Language verification interview | | 100 | 100 |

Student's signature:

FEES FOR COURSE RETAKES AND COURSES TAKEN TO MAKE UP FOR CURRICULUM DIFFERENCES

| | | | | full-time | part-time | |
|--|---|------------------------------|--|-----------|-----------|-----------|
| WARSZAWA | CULTURE OF JAPAN (CULTURAL STUDIES) | I cycle | courses consisting only of lectures and ending with an examination | 800 zł | | |
| | | | courses consisting of classes and lectures, if classes have been passed | | | |
| | | | Physical Education | 600 zł | | |
| | | | other courses except Japanese | 1 200 zł | 1 000 zł | |
| | | | Japanese | 800 zł | 800 zł | |
| | | | | | full-time | part-time |
| | INTERIOR DESIGN, GRAPHIC DESIGN, COMPUTER SCIENCE, INFORMATION MANAGEMENT | I and II cycle in Polish | courses consisting only of lectures and ending with an examination | 800 zł | | |
| | | | courses consisting of classes and lectures, if classes have been passed | | | |
| | | | Physical Education | 600 zł | | |
| | | | Courses consisting of classes only or classes and lectures finishing with passing or passing and examination | 2 000 zł | 1 400 zł | |
| | | | Plein air | 1 400 zł | | |
| | | | | | full-time | part-time |
| | GDMA, COMPUTER SCIENCE, INFORMATION MANAGEMENT | I and II cycle in English | courses consisting only of lectures and ending with an examination | 800 zł | | |
| | | | courses consisting of classes and lectures, if classes have been passed | | | |
| | | | Physical Education | 600 zł | | |
| Courses consisting of classes only or classes and lectures finishing with passing or passing and examination | | | 2 300 zł | 1 800 zł | | |
| Plein air | | | 1 400 zł | | | |

Student's signature:

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| | | | full-time | part-time | |
|-----------------------------|---|----------------|---|-----------|----------|
| GDAŃSK and BYTOM | COMPUTER SCIENCE, GRAPHIC DESIGN | I and II cycle | courses consisting only of lectures and ending with an examination | 800 zł | |
| | | | courses consisting of classes and lectures, if classes have been passed | | |
| | | | Physical Education | 600 zł | |
| | | | other courses | 1 600 zł | 1 400 zł |
| | | | Plein air | 1 400 zł | |

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Student's signature:

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INFORMATION ON PERSONAL DATA PROCESSING

Fulfilling the legal obligation set out in Article 13 of GDPR², the Polish-Japanese Academy of Information Technology presents the following information:

DATA CONTROLLER

The Controller of your personal data is the Polish-Japanese Academy of Information Technology, ul. Koszykowa 86, (02-008) Warsaw, phone: +48 22 58 44 500 ("PJAiT" or "Controller").

DATA PROTECTION OFFICER

The controller has appointed a Data Protection Officer who can be contacted in matters related to personal data protection by sending an e-mail to: iod@pjwstk.edu.pl. The DPO can be contacted in all matters concerning the processing of personal data by PJAiT and the exercise of rights related to the processing of personal data.

PURPOSE AND LEGAL BASIS FOR PERSONAL DATA PROCESSING

Performance of educational service and archiving of data after provision of the service

In order to provide the educational service, complete the necessary procedures before the agreement is concluded, complete it and file the data after the service has been provided, we will process your data on the basis of the agreement concluded (in accordance with Article 6(1)(b) of the GDPR) or the Act of 20 July 2018 – Law on Higher Education and Science (pursuant to Article 6(1)(c) of the GDPR), for:

- 50 years, in accordance with Article 15(12)(4) of the Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies,
- 50 years if the documentation relates to postgraduate studies and MBA,
- 50 years if the documentation relates to doctoral studies,
- the period resulting from the applicable legislation in the case of other educational services (e.g. training).

Fulfilment of legal obligations

Your personal data may also be processed to fulfil obligations resulting from the provisions of:

1. the Law on Higher Education and Science (e.g. the obligation to enter student data into the POL-on system, or the realisation of student rights, such as granting social scholarships or allowances) - for the period required to fulfil the obligations
2. tax law provisions - for a period of 5 years from the end of the calendar year (legal basis: Article 6(1)(c) of the GDPR) in the event that PJAiT is subject to the obligation

Remote teaching, diploma exams, credits, verification of learning outcomes conducted remotely

As an institution of higher learning, we may conduct teaching activities using distance learning methods and techniques, the legal basis for processing your data is Article 6(1)(f) of the GDPR Article 12(1) of the Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies. We may also organise the verification of the achieved learning outcomes set out in the study programme, in particular the conduct of credit and final examinations for specific courses, outside the seat of the institution or outside its branch using electronic means of communication.

² Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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) (Dz.U.UE, 04.05.2016 L 119/1)

In the case of diploma examinations conducted away from the seat of the institution or away from its branch using electronic means of communication, these means must ensure in particular the real-time transmission of the diploma examination between the participants and multilateral real-time communication. The legal basis for processing your data is Article 6(1)(c) of the GDPR - Article 76a(1) of the Act of 20 July 2018 – Law on higher education and science. Personal data processed during the transmission will only be processed for the duration of the task.

Library

Whenever you use of the resources of the library and the reading room, your personal data will be processed in order to make it possible to use the library collections, to use the library information system operating at the Academy and to fulfil our obligations under the Library Act of 27 June 1997 (Dz. U. of 2018, item 574 uniform text) and the Act of 20 July 2018 - Law on Higher Education and Science (Dz. U. 2018, item 1668 as amended). The basis for the processing of your personal data is Article 6(1)(b) and (c) of the GDPR. Personal data processed in the context of use of library and reading room resources will be processed for the statutory period necessary for the aforementioned purposes.

Assistance to people with disabilities

In connection with the performance of procedures aimed to provide assistance and create conditions for persons with disabilities to participate fully in the process of admission to the university for education, training and scientific activities. The documentation you provide will be the basis for taking advantage of all forms of support offered by PJAIT to candidates, students with disabilities and health problems.

If you take advantage of the Academy's support, we need to process your personal data to meet the legal obligations (Article 6(1)(c) of the GDPR) incumbent on us in connection with the performance of tasks laid down, among others, in the Act of 20 July 2018. – Law on Higher Education and Science and the related executive acts.

The basis for processing special categories of personal data (health data) is Article 9(2)(a) of the GDPR – consent to process special categories of personal data.

Processing personal data in the video surveillance system

As part of our duty to ensure the safety of persons present on the premises of the Academy and in order to secure property, as well as in order to establish, assert or defend claims in court, administrative or other out-of-court proceedings – PJAIT conducts video surveillance. The legal basis for processing the data recorded as part of the monitoring is our legally justified interest (Article 6(1)(f) of GDPR). Video surveillance recordings are stored for no longer than three months from the date of recording, unless the recording is necessary in order to establish or document events for the purposes for which the surveillance is carried out, in which case the processing period will be extended until the completion of these tasks.

Research on the graduates' career development

In order to research graduates' career development, we will be able to process your data on the basis of our legitimate interest (Article 6(1)(f) of the GDPR) – a right granted to PJAIT under Article 352(14) of the Law on Higher Education and Science.

The data may be processed for this purpose for a maximum period of 10 years from the date of graduation – in accordance with Article 352, paragraph 16 of the aforementioned Act. The information we obtain, enables us to find out whether you are satisfied with our studies and how their completion has affected your career. Based on this data, we can develop our offer and modernise our study programmes.

Claims and defences

In addition to this, we will also process your data for the purpose of establishing, defending against and asserting claims, which is our legitimate interest (Art. 6(1)(f) GDPR). We process these data until the statute of limitations for possible claims stipulated by law.

Processing of your image

PJAIT will be able to process your image data if you give us prior permission. This processing may be carried out to the extent of recording and disseminating your image free of charge by publishing photos, including statements you have made or images of your work (artwork) on the Internet, YouTube channel, social media – for promotional, advertising, or educational purposes related to the teaching and artistic activities undertaken by PJAIT or you. The legal basis for the processing of your personal data will be the legitimate interest (Article 6(1)(f) GDPR) – the exercise of specific rights provided by law, to the extent that you have given us permission to use your image. The image will be processed until the end of the action promoting the educational or artistic activity of PJAIT (not longer than 50 years or until a justified objection is made (more information section "student rights").

Data processing for marketing and promotional purposes

We will process your data for marketing purposes provided that you give us the relevant consent. Thanks to this consent we will be able to send you information on our offer and the promotion events we organise.

Participation in the ERASMUS+ programme

Your personal data may be processed in connection with your ERASMUS+ studywork placement trips to the programme countries on the basis of your consent (Article 6(1)(a) GDPR) and the concluded study/traineeship contract (Article 6(1)(b) GDPR). Your data will be used in order to implement the Erasmus+ study/placement programme, to report on it and control it as well as promoting it, disseminate its results and generate statistical reports. Personal data will be stored for 5 years from their submission and then deleted within 1 year.

Academic Career Services

As a student, you will be able to use the services of the Academic Careers Services, which may process your personal data on the basis of the accepted Regulations (Article 6(1)(b) of the GDPR) or your consent (Article 6(1)(a) of GDPR) for the purposes of career promotion, preparing you to enter the labour market (as part of career counselling) or facilitating contact with employers who may be interested in your competences. Your personal data will be processed until the aforementioned processing purposes have been fulfilled.

RECIPIENTS OF PERSONAL DATA

In order to ensure the highest standard of service provision, the Academy uses various companies on a daily basis. Your personal data may be transferred to them for processing on our behalf. This is most often the case when working with a particular service provider (e.g. a provider of data storage services, a provider of tools used in remote learning, a provider of electronic student ID card generation services or a provider of debt collection services). In this case, the transfer of data does not entitle other parties to process the data freely, but only to use them for the purposes expressly indicated by us. In any case, the transfer of data does not relieve us, as the Personal Data Controller, of our responsibility for their processing.

Your data such as name, Academy e-mail address will be transferred for processing to data recipients, in particular to entities cooperating with the Personal Data Administrator, providing electronic communication tools, including tools provided by Google or Microsoft.

Additionally, your data, such as first name and Academy e-mail address, will be visible to other students, including those from entities related to the Personal Data Administrator, through the address book. The purpose of sharing the data is to ensure proper communication with the students within the scope of the teaching tasks carried out, participation in groups, participation in study clubs as well as activities carried out by the Student Council.

In connection with our use of social media, your personal data may be transferred to the owners of the following portals: Facebook, LinkedIn, YouTube, Instagram, among others.

In addition, data may be transferred to other recipients if required by applicable law or if the Administrator has another legal basis.

STUDENT'S RIGHTS

Under the terms of the GDPR (depending on the purpose and legal basis), you have the right to demand from the Controller access to your personal data, to rectify or complete the data, to erase them or restrict their processing.

You also have the right to object to the processing of your personal data, to withdraw your consent to the processing of your personal data at any time, without affecting the legality of the processing carried out on the basis of consent before its withdrawal.

You also have the right to lodge a complaint with the supervisory authority - the President of the Office for Personal Data Protection.

TRANSFER OF DATA TO THIRD COUNTRIES

Personal data will not be transferred outside the European Economic Area, except in the case of processing of personal data for the purposes of participation in the Erasmus+ programme, in which case your personal data may be transferred to third countries in connection with the international nature of the programme, for its implementation via the Mobility Tool portal (http://ec.europa.eu/education/resources/mobility-tool_en) and the OLS portal (<http://erasmusplusols.eu>). The rules for storing and processing data via the Mobility Tool portal are available at https://ec.europa.eu/info/legal-notice_en#personal-data-protection, and through the OLS portal at <https://erasmusplusols.eu/privacy-statement/>

AUTOMATED PROCESSING

Students' personal data will not be processed by automated means and will not be subject to profiling, pursuant to Article 22 of the GDPR.

VOLUNTARY SUBMISSION OF DATA

The provision of personal data is only voluntary for the purposes of:

1. marketing,
2. research into graduates' career development,
3. providing assistance to persons with disabilities (failure to provide data will render providing appropriate support impossible),
4. provision of library services (failure to provide data will result in inaccessibility of such services),
5. provision of services of the Academic Career Services (failure to provide data will result in inability to use such services),
6. participation in the Erasmus+ programme (failure to provide data will render your participation in the programme impossible).

Submitting data for the purposes of providing educational services and archiving data after the completion of the service, implementation of remote teaching, conducting diploma examinations, taking exams, and verification of learning outcomes of remote instruction is required by law or is necessary for the realization of the terms of the contract. If you refuse to provide your data or provide incorrect data, we will not be able to provide the service you have requested.

Annex 5 to the Agreement

Declaration of consent to the use of the image

Pursuant to Article 81(1) of the Act of 4 February 1994 on copyright and related rights, I, the undersigned, declare that I consent to the recording of my image, multiple dissemination thereof free of charge through publication of photographs or video potentially containing my name, including on the Internet, on the YouTube channel, for promotional, advertising or educational purposes of PJAIT.

At the same time I declare that the above mentioned materials (publications) with my participation do not violate my personal rights.

This consent: (i) is not limited in time or territory (ii) applies to all materials with my participation created by PJAIT while providing educational services.

The image may be used for various forms of electronic image processing, framing and composition, without the obligation that I accept the final product, provided it is not in a form that is offensive or generally considered unethical.

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Date and Student's signature