

Personal Data Protection Policy
of the Faculty of Advanced Social Studies (FUDŠ) in Nova Gorica

Your data will be used exclusively to inform you about our trainings and events and to send you other notifications in connection with our activity. We shall protect all personal data in accordance with ZVOP-1, ZEPT and GDPR, and they shall not be accessible to the public.

1. Data controller

Official name: Fakulteta za uporabne družbene študije v Novi Gorici (Faculty of Advanced Social Studies in Nova Gorica)

Abbreviated name: FUDŠ

Registered office: Gregorčičeva ulica 19, 5000 Nova Gorica, Slovenia

Responsible person: Prof. Dr. Borut Rončević, Dean

Data protection officer: Klara Remec

Contact information about the data protection officer: Gregorčičeva ulica 19, 5000 Nova Gorica, Slovenia

Tel. no.: +386 5 333 00 90, e-mail: klara.remec@fuds.si

2. Use, scope and purpose of data storage and processing

Personal data are stored and processed for the purpose of maintaining contact with users, notifying them via e-mail about our services, events etc., and profiling users with the aim to customise our offer of content to users in e-mails and on websites. After sending e-mails, we register the displays under received e-mails of users and clicks on links in received e-mails. To provide better and better-focused notifications and to adjust future messages, we automatically process, analyse, and profile personal data, and the users' level of interest in the announcements provided is assessed. We do not carry out automated decision-making on the basis of registered data and created profiles.

For the purpose of notifying via e-mails, we keep the following data:

- e-mail address,
- name,
- surname,
- company,
- telephone number,
- gender.

We shall not be held liable for the accuracy of data entered by the users.

We collect personal data on the basis of explicit approval or consent of data subjects. We shall keep all consents and their content as well as the content of the form, used to provide the consent.

The following faculty departments use personal data:

- Study Affairs Office,
- Dean's Office,
- Career Centre,
- Project Office,
- Library,
- Public Relations.

3. Export

We shall keep personal data filing systems only on the territory of the Republic of Slovenia and shall not export them to other countries.

4. Duration of data storage

We shall keep data subject's personal data until the withdrawal of the consent for data subject's data storage and processing. Upon the data subject's withdrawal of the consent, their personal data are immediately effectively and permanently erased.

If the aforementioned purposes, for which we store and process personal data, cease to apply at FUDŠ, we shall immediately effectively and permanently erase all data filing systems, the purpose of which has ceased to exist.

We shall store data on the displays of received messages and clicks on links in received messages for 12 months from sending the message.

5. Data subject's rights

In relation to personal data, every data subject can demand the following at any time:

- consultation,
- rectification,
- complete erasure,
- transfer to another similar services provider,
- suspension of processing and storage or withdrawal of the consent for processing and storage without impacting the legality of processing, which had been carried out on the basis of an approval or consent until its withdrawal.

If the FUDŠ wishes to continue processing personal data for a purpose that differs from the original purpose of personal data filing system, we shall inform the data subject prior to further data processing on the altered purpose and also send any further relevant information as are provided in this document.

If the data subject believes that we have in any way violated their rights regarding personal data protection, they can file a complaint with the supervisory authority – Information Commissioner of the Republic of Slovenia:

Republic of Slovenia, Information Commissioner, Zaloška 59, 1000 Ljubljana, <http://www.ip-rs.si>

We shall do everything in our power to help every person in the enforcement of their rights.

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