

Purpose of Personal Data Processing –

Recognition of University Degrees and Qualifications Earned Abroad

1. Identification of the purpose: 6
2. Title of the purpose of personal data processing: **Recognition of University Degrees and Qualifications Earned Abroad**
3. Identification of the data controller and the processor: Czech Technical University in Prague, (CTU), Registered address: Czech Republic, 166 36 Prague - Dejvice, Zikova 4, Tax ID: CZ68407700, ID: 68407700, <https://www.cvut.cz/>.
4. Contact details of the data protection officer: E-mail: dpo@cvut.cz.
5. Legal basis: Performance of a task carried out in the public interest or in the exercise of official authority, fulfilment of a legal obligation, legitimate interests of the data controller or a third party.
6. Description and justification: CTU keeps records of the following personal data of a person applying for the recognition of a foreign university degree in order to comply with the obligations arising from Sections 89 to 90 (b), Act No. 111/1998 Coll., on Higher Education Institutions, Act No. 500/2004 Coll., Code of Administrative Procedure, legitimate interest of the data controller, and the performance of tasks carried out in the public interest, Article 6, Para 1 (e), Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR).
7. Scope of data:
 - First name or names,
 - Surname,
 - Citizenship,
 - Date of birth,
 - Sex,
 - Permanent address of the applicant (street, house number, town, post code, country),
 - Registered address in the Czech Republic (street, house number, town, post code, country),
 - Telephone,
 - E-mail,
 - Bank account of the applicant,
 - Identification of the foreign records of education,
 - A notarized copy of the list of completed examinations,
 - A notarized copy of the diploma,

- Ref. No. of the decision on the result of the administrative proceedings.
8. Sources of personal data: The paper form filled in by the person applying for the recognition of a foreign university degree and, where appropriate, other communications from the data subject.
 9. Transfer of personal data: Yes, to whom:
 - Ministry of Education, Youth and Sports (MŠMT), Registered address: Czech Republic, Karmelitská 529/5, 118 12 Prague 1, ID: 00022985, <http://www.msmt.cz/>.
 10. Transfer of personal data outside the EU: No.
 11. Processing period: From the receipt of the application for the recognition of university degrees and qualifications earned abroad until the end of the 10th calendar year following the coming into force of the decision on the application.
 12. In some cases of personal data processing, the data subject, for example, has the right to require the data controller to provide access to their personal data, the right to rectification or erasure thereof, or to restrict processing, and to raise objection to processing, as well as the right to data portability.
 13. Right to withdraw consent to the processing of personal data: No.
 14. The data subject has the right to lodge a complaint with the supervisory authority and to contact the data protection officer.
 15. Automated decision-making or profiling: No.
 16. Version: 1.0.
 17. Valid from: 25 May 2018.