



UNIVERSITÀ
CATTOLICA
del Sacro Cuore

Application for a stay abroad for study purposes

Any PhD student, with or without a scholarship, who intends to spend a period of study or research abroad is required to fill in the form 'Application for a stay abroad for study purposes' and hand it to the PhD Office (Ufficio Dottorati di ricerca) at least 15 days before departure.

The "*Student Safety Package*" service

In order to protect the safety and health of its PhD students, Università Cattolica has activated a "Student Safety Package" which offers supplementary insurance coverage for the entire duration of the programme abroad.

The cost of the policy is borne by the University.

By confirming their participation in a Programme abroad, PhD students automatically stipulate and sign the "Student Safety Package".

In addition to force majeure, PhD students are in any case obliged not to assert any claim against UCSC and to indemnify and hold UCSC harmless in relation to any damaging event that may have occurred during their participation in the aforesaid Programme, and to indemnify and hold UCSC harmless against any claim for compensation made by third parties and attributable to the PhD student.

Before departure

The "*Student Safety Package*" provides that, prior to departure and with the consent of the PhD student, Università Cattolica undertakes to:

- ✓ activate the insurance policy for the planned duration of the programme abroad.
- ✓ provide the PhD student with policy conditions and information regarding the possibility of supplementing the insurance cover provided, both in terms of duration and coverage.

NB: The information will be processed by Università Cattolica in compliance with the provisions of the General Data Protection Regulation (GDPR - General Data Protection Regulation- EU Regulation 2016/679).



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TO
the Rector of Università Cattolica del Sacro Cuore

PhDs Programmes - Application for study and research abroad

I, the undersigned

Surname and First Name			
Matriculation No.			
PhD Programme			
		Cycle	
<input type="checkbox"/>	on scholarship	<input type="checkbox"/>	without scholarship
<input type="checkbox"/>	research fellow	<input type="checkbox"/>	executive PhD programme
Email			
Mobile phone			

request

authorisation to spend a study/research period abroad at

University / Research Institute			
References in the foreign structure (Professor / administrative officer / research supervisor/...)			
City			
Country			
Phone / email			
From		To	

NB The dates indicated will coincide with the period of coverage of the insurance policy.

Date	Signature	
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COORDINATOR'S AUTHORISATION

The PhD student is authorised to spend the above-mentioned period abroad.

The PhD Coordinator

Date

Signature

ADDITIONAL DOCUMENTS

At the end of the stay abroad, the PhD student undertakes to hand in to the PhD Office (Ufficio Dottorati di ricerca) a certificate of attendance, issued by the host Institution/University/Body, relating to the period of stay abroad, which must coincide with the approved period.

INFORMATION REGARDING THE PROCESSING OF PERSONAL DATA

1. Foreword

Pursuant to Articles 13 and 14 of Regulation (EU) 2016/679 on the "protection of individuals with regard to the processing of personal data" (hereinafter also referred to as "GDPR"), we provide you with the requested information on the processing of personal data concerning you ("Data") carried out by Università Cattolica del Sacro Cuore (hereinafter also referred to as the "University").

2. Identity and contact details of the Data Controller

The Data Controller is Università Cattolica del Sacro Cuore, with registered office at Largo Agostino Gemelli 1, 20123 Milan, tel. (+39) 027234.1.

3. Treatment modalities

Personal data are processed by means of manual, computerised and telematic tools with logics strictly related to the purposes, and, in any case, so as to ensure the security and confidentiality of the data in accordance with the regulations in force.

4. Period of data retention

The University will process the Data for the time strictly necessary to achieve the above purposes. They will be deleted after the second calendar year following the completion of the formative initiative in which the student participated, without prejudice to any retention periods provided for by law or regulations.

5. Transfer of personal data outside the EU

Personal data may be transferred to countries outside the EU, particularly in the case of services that are located outside the territory of the European Union (e.g. *cloud storage*). In this case, the Data Controller ensures that the transfer of data outside the EU will take place in accordance with the applicable legal provisions, e.g. after conclusion of the standard contractual clauses adopted by the European Union.

6. Data Protection Officer (D.P.O.)

The University has appointed a Data Protection Officer (D.P.O.), e-mail_dpo@unicatt.it.

7. Rights of the interested party

In your capacity as interested party, you have the right to:

- a) Ask the Data Controller for Data access, their deletion, correction of inaccurate Data, integration of incomplete Data, as well as the limitation of the processing in the cases provided for by Art. 18 of the GDPR.
- b) Oppose, at any time, in whole or in part, the processing of the Data necessary for the legitimate pursuit of the Data Controller's interest.
- c) If the conditions for the exercise of the right to portability as per Art. 20 of the GDPR are met, receive the Data provided to the Controller in a structured, commonly used and readable format created by automatic device and, if technically feasible, transmit them to another Controller without hindrance;
- (d) Withdraw the consent given at any time.
- (e) Complain to the competent supervisory authority.

These rights may be exercised by registered mail addressed to Università Cattolica del Sacro Cuore, Direzione Amministrativa - Privacy, Largo Agostino Gemelli 1, 20123, Milan, or by e-mail to dpo@unicatt.it.