

Your data will be processed and used only to the extent necessary for the processing of your application and if necessary for the management of your stay.

Personal information collected through the following form is recorded in a computerized data file by the *Cité internationale universitaire de Paris*.

Your personal information is retained for the period of time necessary to study your application plus one extra year or, in the event that your application is successful, during the statutory residence time provided for in the admission regulations increased by the waiting period of three years, unless:

- You exercise your right to delete your personal information, under the conditions described below;
- A longer conservation is permitted or imposed by a legal or regulatory obligation. In particular you are informed that for purposes of historical archiving (Article 17 of the General Data Protection Regulations), the data relating to [name, first name, date of birth, nationality, dates of stay, host house, academic institution, level and field of study] cannot be subject to the right of deletion and will be retained without any time limit.

During the retention period of your personal data, we undertake to implement the necessary measures to ensure the confidentiality and security of your personal data.

Access to your personal data is strictly limited to the *Cité internationale universitaire de Paris*, including the non-attached houses having a legal personality and, to our subcontractors and partners concerned by the admissions and stays of residents.

They can only use your data in accordance with our contractual provisions and the applicable legislation on the protection of personal data.

We undertake, unless legally required, not to sell, lease, assign or give access to third parties to your data without your prior consent.

Some of the recipients of your data, particularly in the context of applications from partnerships concluded between the *Cité internationale universitaire de Paris* and foreign institutions, are located outside the European Union.

We therefore ensure that these countries offer all the necessary guarantees for the protection of your data. (Adequate protection recognized by a decision of the European Commission, or transfer supervised in accordance with the requirements of European Data Protection Regulation n ° 2016/679 / EU of 27 April 2016).

You are informed that to facilitate your access to the services offered by the CIUP (calendar of events, sports activities, etc.), the CIUP has set up a residents' portal. In the case of a stay at the CIUP, some data entered at the time of your application and admission (first name, middle name, last name, email address, gender, house in the CIUP) are processed in order to create your account on the residents' portal. You will then be able to activate this account and access to the services. You will be also reminded of the informations regarding the processing of your personal data before you log in to the residents' portal for the first time.

Applicants holding a refugee status, or in an exile or humanitarian emergency position have the possibility, if they wish, to mention it in their application form. In this case, their application, as well as their personal data will be treated as confidential, only by the foundation CIUP, in order to guarantee them an adapted assistance and support, in the event that their application is selected for a stay at the CIUP. As part of their stay and support, no sensitive data will be processed without their prior consent. Where applicable, only data strictly necessary for their support may be collected.

In compliance with provisions of the French law No. 78-17 of 6 January 1978 relating to data processing, data files and personal liberties, you have a right of access, opposition, rectification, portability and deletion of your personal information, as well as a right to limit the processing thereof.

To exercise this right, you may send an e-mail to: [admissions.etudiants@ciup.fr](mailto:admissions.etudiants@ciup.fr)

For any additional information or complaint, you can contact the National Commission for Information Technology and Civil Liberties (CNIL: [www.cnil.fr](http://www.cnil.fr)).