

November 20, 2024

Privacy Policy

for personal data management with regard to the application process to our English language MA programmes at MOME Budapest

The purpose of this present Privacy Policy is to inform the applicants (**'Applicant'**) to our English language MA programmes (**'Programmes'**) at MOME (Moholy-Nagy University of Art and Design Budapest (**'Data controller'/'MOME'**)) about the management of their personal data in course of and after the application process.

All personal data managed in connection with the Event will be handled by MOME in accordance with the applicable privacy policies. They shall be in particular: CXII of 2011 on Information Self-determination and Freedom of Information ('Info Act'); Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Regulation 95/46 / EK (General Data Protection Regulation) ('GDPR')

Affected/data subject: any natural person identified or identifiable on the basis of any information, the **Applicant** in this data processing.

Personal data means any information relating to an identified or identifiable natural person (**data subject**); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or by one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person;

Controller: means the natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data;

Processing: means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction;

Consent of the data subject means any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her;

About the protection of personal data

The Data Controller respects the protection of personal data and takes care of the handling and retention of such data made available in accordance with the applicable laws. The Data Controller may only use personal data for the purpose stated, it does not combine them with its databases from other sources, and, unless expressly provided for by applicable law, transmits the processed personal data to a third party only by the consent of the Participant, and shall make all reasonable efforts to protect such data.

Name and details of the controller

- Name : Moholy – Nagy University of Art and Design;
- Headquarter: 1121 Budapest, Zugligeti út 9-25.
- E-mail: info@mome.hu;
- Phone: + 36 1/ 392-1180;
- Representatives of the controller: Pál Koós –Rector- and Réka Matheidesz – CEO
- Data Protection Officer: Dr. Flóra Anna Gubicz
- e-mail: jog@mome.hu

Range of the personal data processed:

- name;
- gender;
- citizenship;
- nationality;
- date of birth;
- place of birth;
- mother's maiden name;
- native language;
- foreign language;
- e-mail address;
- address;
- phone number;
- ID card/passport number;
- school certificates.

Legal basis of the personal data processed:

- The fulfilment of the legal obligation of the data subject's given consent to the processing of his or her personal data (Article 6 (1) (A) of the GDPR)
- The Data Controller's legitimate interest in registering the application of the participants (Article 6 (1) (F) of the GDPR)

Purpose of the personal data processed:

The purpose of personal data processing is to register applicants to Programmes and to send them information and technical instructions electronically on the (technical) conditions of application. Furthermore, to forward information bulletins during the current application period of MOME. Also, data is processed for statistical purposes.

Duration of data processed:

Personal data provided during registration is processed only during the application period of MOME and shall be erased within 30 days after the entrance examination. Applicants shall remain unidentifiable based on other data on the form collected exclusively for statistical purposes and processed/stored by MOME.

Access to data

- in connection with the application process, personal data of the Applicants shall be accessible only to competent Data Controller staff;
- unless expressly provided for by law, the Data Controller shall only transfer the personal data to third parties with the express consent of the Data Subject

Data storage and data security:

- In the context of this present Privacy Policy, personal data is stored on the servers of DreamApply. Privacy Policy of an external service provider is authoritative with regard to data stored (processed) in the organs of the external service provider. (Privacy Policy of DreamApply: [Privacy Policy – DreamApply](#))
- Data Processor takes all possible measures to ensure that external service provider manage personal data in accordance with the applicable law.
- MOME takes appropriate measures to protect personal information against inter alia, unauthorized access or alteration.
- Please note that DreamApply manages all your personal data obtained during the use of the platform. The range, purpose and duration of DreamApply data processing can be found in the Privacy Policy of DreamApply: [Privacy Policy – DreamApply](#)

Rights of the data subject regarding the processing of personal data:

The data subject may exercise his or her rights under this section in relation to the processing of personal data at any of the aforementioned contact details of the controller, as follows:

- the data subject/Applicant may at any time ask the controller for written information on the processing of the processed data;
- the data subject may request rectification or erasure of the data - subject to certain conditions;
- the data subject may request that the controller restrict the processing - subject to certain conditions;
- the data subject is entitled to receive the data which he or she has made available to the controller (right to data portability);
- the data subject have the right to take a civil action if he or she experiences unlawful data processing;
- the data subject may withdraw the consent at any time in written form; **except for those personal data whose processing is required by law to the Data Controller.** The withdrawal of consent shall not affect the legality of the prior processing;
- the right to a remedy;

The data subject can complain or may report in case of a personal data breach or imminent threat thereof at National Data Protection and Freedom of Information Authority (Nemzeti Adatvédelmi és Információszabadság Hatóság; www.naih.hu, 1055 Bp., Falk Miksa u 9-11. , tel.: + 36 1/ 391-14 00).

If you believe that we are not acting in a lawful manner in the processing of your personal information, please let us know first, as a Data Controller, of your comments or needs – at the above

listed contacts –, in order to manage and process your comments as quickly and efficiently as possible.