

CONSENT

For Processing Personal Data

I, _____
full name
officially registered and residing at _____
address in Moscow

address in Moscow
having passport No. _____ issued by _____ and _____ valid to _____
name of the authority date of issue expiration date

hereinafter, the “Personal Data Subject” or “PD Subject”,
freely, of my own volition and in my own interests, in accordance with Federal Law No. 152-FZ “On Personal Data”, dated July 27, 2006, submit this consent (hereinafter, the “Consent”) to the processing of my personal data specified herein by **National Research University Higher School of Economics** (hereinafter, “HSE University”, or the “University”), located at: 20 Ul. Myasnitskaya, Moscow, Russian Federation.

This Consent is hereby submitted in regards to the following types of personal data and the purposes/methods for its processing:

List of personal data for processing	Purpose of personal data processing	Personal data processing methods	Signature, confirming consent
<ol style="list-style-type: none"> 1. last family, first name, middle name/patronymic; 2. gender; 3. citizenship; 4. date and place of birth 5. education, qualification, and their degree level; 6. data about academic performance, e.g., results of final state examinations in school subjects (for secondary school), course grades, assessments of skills and knowledge, interim testing (term papers) and final test (final graduation works) results, including the papers as such, including the results for works, final state certification and final certification outcomes; 7. profession (specialization); 8. registration address and postal address; 9. telephone contacts (mobile, home, work); 10. e-mail contact; 11. place of residence; 12. series, number of passport, documents on education and qualification, date of their issue, name of issuing body and/or organization, or replacement document information; 13. information about special rights upon admission to studies under Bachelor’s/Specialist programmes and the grounds for the emergence of such rights; 14. health condition, e.g., data about disabilities or limited mobility or capacity, etc.; 15. personal photography, photos and video recordings (voice, appearance); 16. place and address of work, position; 17. information about participation in Olympiads, competitions, tournaments and various events held by HSE University and/or third parties; provision of competition results; 	<ol style="list-style-type: none"> 1. making sure that current normative and non-normative legal regulations are properly followed, e.g., directives of the Russian Ministry of Education and Science, confirming the procedures for admission to studies under degree programmes, as well as normative/non-normative legal regulations, decisions, instructions and state institutional requests (on behalf of organs or authorized individuals as per their instruction or from such bodies), which may come into force during the period of the personal data’s processing; 2. transferring information and data to the federal information system for final state certification of learners, who have completed core programmes of general and secondary education, and admission of citizens to academic institutions for the pursuit of professional and higher education, formed in accordance with the Federal Law “On Education in the Russian Federation” and Russian Government Directive No. 744, dated August 31, 2013, and/or the receipt of such information and data from the aforementioned system, or information/data exchange with that system; 3. publishing on the HSE University corporate website (portal) information about persons/parties submitting documents necessary for admission, indicating information about admission or refusal to receive application documents, admission directives, the PD Subject’s involvement in entrance examinations and subsequent results, e.g., works that are the results of entry exams, in order to provide the PD Subject the option to re-check his/her activities, so as to ensure openness and transparency in admission campaigns; 4. analysis of the interests of the PD Subject, identifying and developing his/her talents and abilities, conducting surveys and distribution of their results; effective establishment of educational trajectories; 5. providing the PD Subject with additional support and infrastructure necessary for mastering a degree/educational programme, e.g., corporate e-mail account, access to HSE University’s online learning systems and Learning Management System (LMS), e.g., transfer of personal data to third parties, representing educational platforms and services, registering information about the PD Subject via the ASAV (Applicant.Student.Doctoral Student.Alumnus) system; 6. making audio/video recordings of course classes, ensuring subsequent storage and use of data in order to guarantee transparency in the educational process as per the University’s internal bylaws; 7. monitoring the PD Subject’s taking of tests/examinations (e.g., involving proctors) and subsequent storage of such data, within the timeframes specified in the University’s internal bylaws; obtaining and transferring data necessary for proctoring activities; 8. maintaining records on attendance and academic performance, as well as identifying the reasons for possible poor performance and attendance and criteria for determining these reasons as valid; 9. informing legal representatives and/or clients about the PD Subject’s academic performance and his/her overall attitude to studies, should a third party serve as the customer of the educational services provided to the PD Subject; 10. posting on the HSE University website (portal) information about the PD Subject’s performance, interim (term papers) and final examination (final graduation papers) results, these papers as such, results of final state certification and final certification, in order to maintain openness and transparency in the assessment process, along with information about the PD Subject’s participation in events held by HSE University (e.g., photographs and video recordings); 	<ol style="list-style-type: none"> 1. collection 2. recording 3. systematization 4. accumulation, 5. storage 6. correction (updating, amending) 7. retrieval 8. use 9. transfer (distribution, including provision of access) 10. depersonalization 11. blocking 12. deletion 13. destruction of personal data 	

<p>18. information about conclusion of and/or paid services agreement (agreement for the provision of paid educational services/targeted admission/targeted studies);</p> <p>19. recommendations and grounds for such recommendations;</p> <p>20. other data, provided to HSE University, in regards to participation in the University's admissions campaign and/or provision of educational services (in the educational processes), as well as the terms of this Consent.</p>	<p>11. ensuring transparency and access of information about the PD Subject's academic, learning, scientific, sports and other success and achievements, his/her awards and other accomplishments, and other data as specified by Russian legislation, the HSE University Charity, its internal bylaws, rules for living in dormitories and other accommodation, or the University's internal bylaws; e.g., regarding the organization and implementation of educational activities, or violations thereof, as well as the results of his/her transfer, reinstatement or dismissal, e.g., through the placement of such information on the University's corporate website (portal), information stands and other information sources;</p> <p>12. ensure that the PD Subject has the opportunity to engage in work activities, including research, training and technical works, as well as the provision of services for procurements from third parties and within the framework of state assignments; provide assistance in job-finding, e.g., transfer of his/her data to third parties (e.g., founder of HSE University, clients, Russian Government, institutions, employers, etc.);</p> <p>13. ensure that the PD Subject is informed about Olympiads, competitions, intellectual tournaments (hereinafter, "tournaments"), and other professional academic and scientific events (hereinafter, "events"), research projects and their results, as held by HSE University;</p> <p>14. ensure current security standards at HSE University, e.g., the University's e-pass system and its monitoring, e.g., issuing one-time or student passes or special alumni passes (EPB), video monitoring and recording on the premises of HSE University, e.g., monitoring the PD Subject's adherence to the University's internal bylaws;</p> <p>15. identification of the PD Subject;</p> <p>16. promotion of HSE University's goods, works, and services on the market;</p> <p>17. execution of HSE University's core activities as per its Charter;</p> <p>18. accumulation of data on persons working in cooperation with HSE University, and subsequent archiving with the University's information systems: in its ASAV system;</p> <p>19. developing a unified community of learners and alumni to help boost interest in academic and inter-disciplinary integration;</p> <p>20. submission of the PD Subject's details in reply to inquiries received by HSE University from a diplomatic mission, a consular section, an embassy, a permanent representative office, etc., as well as any state power body of the Russian Federation constituent entity, or a foreign state;</p> <p>21. military, migration and statistical reporting and accounting, e.g., for reports based on statistical formats such as VPO-1, 1PK, 1-Monitoring, and other types of rating reports.</p>	
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The processing of personal data via the aforementioned methods may be carried out either through non-automated or automated means. In turn, this Consent may be annulled should the rules for personal data processing be violated and as per those instances specified in Federal Law No. 152-FZ "On Personal Data", dated July 27, 2006, whereby the PD Subject shall submit a written notification stating his/her reasons for requesting its annulment. Should this Consent be withdrawn, the personal data included in documents serving as, or which have served as, a basis for HSE University's operations, including its internal bylaws, during the period of this Consent's validity, may be transferred to third parties. HSE University shall have the right to store (archival storage) and compile documentation and personal data, e.g., electronic (digital) documents (originals and copies), and in electronic databases (inclusive).

HSE University does not have the right to make public the PD Subject's personal data with respect to his/her health.

The timeframe, during which this Consent shall be valid, comes to 5 (five) years from the moment of its enactment. If the PD Subject becomes an HSE University learner (i.e., the recipient of educational services) during the period for the processing of his/her personal data, this Consent shall be extended for the period of the PD Subject's studies and an additional 5 (five) years as from the moment when he/she completes studies (i.e., halting the provision of educational services or suspension of educational relations).

This timeframe shall not limit HSE University with respect to the organization of archival storage of documentation containing personal data in electronic (digital) format.

For the purpose of ensuring the rights of the PD Student as a learner with respect to the provision of social support and incentives to him/her, e.g., scholarships, material assistance and other monetary payments, as specified in Russian legislation on education, in a cashless format (via payment cards) or the provision of assistance in obtaining a bank card (payment), the PD Subject hereby gives HSE University his/her consent for the transfer of the following PD Subject's personal data to credit organizations/banks, including: PAO Sberbank (19 Ul. Vavilova, Moscow) and Bank VTB (PAO (35 Ul. Myasnicketsya, Moscow): the personal data specified in p. 1, 4, 8, 9, 10, 11 and 12 of the table above, as well as his/her TIN and SNILS numbers; HSE University shall have the right to process the PD Subject's bank account information in order to provide social support and incentivizing.

The PD Subject hereby provides his/her consent to HSE University for the use of the PD Subject's visage as per Art 152.1 of the Civil Code of the Russian Federation for ensuring transparency and openness with respect to the study process

full name of PD Subject

signature

date