



**Fondazione
Collegio
Europeo
di Parma**

EUROPEAN COLLEGE OF PARMA FOUNDATION

DES Online 24/25

ENROLMENT FORM

Please fill in, sign and send to des-online@collegioeuropeo.it

SURNAME _____

NAME _____ NATIONALITY _____

Date of birth _____ Place of birth _____

Permanent Address _____

I hereby REQUEST

- to be admitted to attending - in online streaming - the following module(s) of the “Diploma in European Studies - Online”, 2024/2025 Edition (please tick the relevant boxes):

Module # (please select)	DES Online MODULE	Fee
1 <input type="checkbox"/>	History and Institutions of the EU (35 hours)	€ 350.00
2 <input type="checkbox"/>	EU Single Market (30 hours)	€ 350.00
3 <input type="checkbox"/>	EU Legal System (28 hours)	€ 350.00
4 <input type="checkbox"/>	EU Economic Governance (35 hours)	€ 350.00
5 <input type="checkbox"/>	EU Budget and Next Gen EU (30 hours)	€ 350.00
6 <input type="checkbox"/>	EU External Action (30 hours)	€ 350.00

Note: Further modules may be made available during the Academic Year.

Each module above is available at an individual fee amounting to Euro 350. In case multiple modules are purchased, a discount on the total amount will be applied as follows: Two modules → 5% discount; Three to five modules → 10% discount; Full Package (Six modules) → 15% discount.

I UNDERTAKE

- to comply with the rules applicable to the online course. In particular, I am aware that: in order to obtain the Attendance Certificate for the requested Module I must attend LIVE (online streaming) at least 80% of the courses included in the relevant DES-Online Module; attendance at online courses must be carried out with webcam on. If the webcam is off for more than 15 minutes per hour of activity, the student is marked as absent.
- to pay in the relevant Fees (net of bank charges).

Place and Date _____ Full Signature _____

To request enrolment, please submit (by email to des-online@collegioeuropeo.it) the following documents:

- copy of this form, duly signed for acceptance (including the Privacy Statement below)
- copy of university degree certificate(s) (undergraduate students must submit a certificate attesting the list of exams taken);
- CV;
- copy of valid ID document;
- copy of receipt of bank transfer for the applicable fees, net of bank charges, to be paid in favour of Fondazione Collegio Europeo di Parma. Bank account details are specified in the table below:

Account Holder:	Fondazione Collegio Europeo di Parma Via Università 12 - 43121 Parma - Italy
Account No.:	36291520
Bank :	CREDIT AGRICOLE CARIPARMA Parma branch - Via Università 1/A - 43121 Parma - Italy ABI 06230 - CAB 12700 IBAN IT95R0623012700000036291520 SWIFT / BIC CODE : CRPPIT2P452
Reason for Transfer:	DES online module(s)

Privacy Notice (Regulation EU 2016/679 - "GDPR")

Pursuant to Regulation (EU) 2016/679, this is to inform the person concerned of the purposes and methods for the processing of his/her personal data, the scope of communication and disclosure thereof, the nature of data in our hands and the supply thereof.

Purposes of data processing

Data will be processed in order to: fulfil any formality required for selection procedures for admission to the academic year (including contacts, interviews, etc. by email, phone, fax, etc., assessment of applications, etc.); send invitations, notices and/or information about activities, courses, meetings, conferences, events, etc. organised by or on behalf of the European College of Parma Foundation and/or the Alumni Association. If the applicant is admitted, data will also be processed so as to: finalise the registration and fulfil any further formality that may be required or expedient for holding the course and any side activities and/or activities in support of the course (notices, certificates, agreements, attendance checks, exams, etc.), publish informative and promotional material for the European College of Parma Foundation, and prepare statistics about the activity of the European College of Parma Foundation and the Alumni Association.

Data processing methods: Data will be processed in a lawful and proper manner in accordance with the provisions of Regulation (EU) 2016/679. Personal data will be processed by means of manual, IT or ITC media, with methods closely related to the aforesaid purposes, so as to ensure such data will be secure and confidential. Data will be stored on digital and/or paper media.

Scope of disclosure and communication: Data processing is carried out directly by the European College of Parma Foundation, through the persons expressly appointed/authorised for the purpose by the Controller. Within the scope of data processing purposes, if the applicant is admitted to the course, the applicant's personal data can be disclosed to third parties insofar as this may be needed to hold the course and related activities, such as: Professors, Tax firms & consultants and personnel management firms, Police authorities, Companies and Bodies working under agreements, Insurance and social security agencies, Insurance companies, Third parties for finalisation of agreements and covenants, Hotels and other forms of accommodation facilities, Alumni Association, services and outsourcing companies and in general third parties carrying out tasks on behalf of the Foundation; public and private bodies to which communication is necessary in connection with the purposes of data processing, or required by the law, by a regulation or by EU legislation, and in any case due based on a legitimate order by the Authorities.

Nature of data supply and consequences of failure to provide data: The supply of personal data and any information in general is optional; refusal to provide such data and the requested information may however make it impossible to establish any relation with the European College of Parma Foundation.

Data disclosure: Personal data being processed will not be subject to disclosure; data will therefore not be revealed to undetermined subjects.

Data transfer: Personal data being processed will be transferred only towards EU Member States, and for institutional communication purposes.

Rights of the data subject - GDPR 2016/679

The data subject is entitled to exercise his/her rights as provided under Regulation (EU) 2016/679, Sections 2 and 3, i.e.:

- to know what personal data is processed by the Foundation, the source of such data, as well as the purposes and methods of processing (Art. 15 GDPR 2016/679);
- to request the rectification of data from the Holder of the data processing (Art. 16 GDPR 2016/679);
- to request the erasure of personal data concerning him or her ("right to be forgotten") being processed by the Controller of the data processing (Art. 17 GDPR 2016/679);
- to request restriction of processing of data (Art. 18 GDPR 2016/679);
- to object to processing of data if processing lies within the cases described under Art. 21 GDPR 2016/679.
- to lodge a complaint with a supervisory authority (Articles 13-14 GDPR 2016/679).

Duration of processing: Data will be processed for a length of time that does not exceed the necessary time for the purposes for which data has been collected. However, if the data subject deems, for any reason, that data are no longer necessary in relation to the purposes for which they were collected, he/she shall inform the below-specified Controller thereof in writing, and the Controller shall proceed immediately to erase the information.

Controller: The Controller of the data processing activity is the **European College of Parma Foundation**, based in **Parma, Via Università 12**, that can be contacted at the headquarters of the Foundation through the contact details specified in the website under <https://www.europeancollege.it/en/contatti/>.

Processors (Art. 28): To obtain information with regard possible external processors, the data subject can request detailed information to the institutional addresses.

Consent to data processing, pursuant to Regulation (EU) 2016/679

The undersigned Family Name _____ - First (and Middle) Name: _____
 agrees does not agree

that the European College of Parma Foundation processes his/her personal data, as supplied and stated, within the restrictions and for the purposes as stated above.

Place: _____ Date: ____/____/____ Full signature : _____