

UNIBO FIELD WORK CALL FOR APPLICATIONS FOR THE A.Y. 2019/20
BANDO UNIBO PER MOBILITA' PER FIELD WORK DA SVOLGERSI NELL'A.A. 2019/20

APPLICATION FORM FOR PREDEFINED POSITIONS/ FORMULARIO DI CANDIDATURA
PER POSIZIONI PREDEFINITE

Name and Surname of the student candidate/ Nome e cognome dello/a studente/ssa

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UNIBO university identification number of the student candidate / Numero di **matricola** UNIBO dello/a studente/ssa

.....

Legal name of the host organisation as mentioned in the corresponding table (Annex 1) attached to UNIBO Field Work Call for application/ **Denominazione dell'ente ospitante** come indicato nella scheda corrispondente (Allegato 1) allegata al Bando UNIBO Field Work

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Title of the field work activity as mentioned in the corresponding table (Annex 1) attached to UNIBO Field Work Call for application / **Oggetto dell'attività di field work** come indicato nella scheda corrispondente (Allegato 1) allegata al Bando UNIBO Field Work

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THE MOBILITY ACADEMIC COORDINATOR* / A CURA DEL REFERENTE ACCADEMICO DELLA MOBILITA'*

I confirm that the mobility is compatible with the study plan of the above mentioned candidate student.
Confermo che la mobilità è compatibile con il piano di studi della/dello studentessa/o candidata/o summenzionata/o.

Name and Surname/Nome e Cognome

Date/Data Signature/Firma

Stamp/Timbro

* The academic coordinator is the dissertation coordinator in case of mobility for dissertation research or the coordinator of the study programme for any other case.

Per referente accademico della mobilità si intende: la/Il relatrice/ore di tesi per mobilità per ricerca tesi;
la/Il coordinatrice/ore di Corso di Studio nei casi restanti

IMPORTANT NOTICE: the signature is necessary to apply to PHASE 1 (SHORT-LISTING). As specified in the Field Work Call for application, missing academic coordinator's signature will lead to ineligibility of the corresponding application.

IMPORTANTE: la firma è necessaria per partecipare alla FASE 1 (PRE-SELEZIONE). Come spiegato nel Bando Field Work, in assenza di firma del referente accademico, la candidatura corrispondente sarà considerata ineleggibile.

THE HOST ORGANISATION / A CURA DELL'ENTE OSPITANTE

In case the candidate is assigned this field work position after the conclusion of the entire selection process according to the UNIBO Call, the host organization confirms it is willing to host this mobility and to entrust the student with the tasks reported in the corresponding field work description.

In caso alla/al candidata/o venisse assegnato questo posto di field work a conclusione dell'intero processo di selezione previsto dal Bando UNIBO, l'ente ospitante conferma la disponibilità ad ospitare questa mobilità e ad assegnare allo/a studente/ssa lo svolgimento dei compiti riportati nella corrispondente scheda descrittiva del field work.

Name and Surname/Nome e Cognome.....

Role/Ruolo

Date/DataSignature/Firma

Stamp/Timbro

IMPORTANT NOTICE: signature means the candidate has passed the interview of PHASE 1. The signature is necessary to have access to PHASE 2 (SELECTION). Missing host organisation's signature will lead to ineligibility of the corresponding application.

IMPORTANTE: la firma indica che il candidato ha superato positivamente il colloquio. La firma è necessaria per accedere alla FASE 2 (SELEZIONE). In assenza di firma dell'ente ospitante, la candidatura corrispondente sarà considerata ineleggibile.

Privacy Policy - Information for the organisations that intend to collaborate in the framework of UNIBO Field Work Programme

This document has been prepared in compliance with article 13 of Decree no. 196/03 (Privacy Code), which requires data subjects to be given information about the processing of their personal data..

This information therefore addresses those persons who provide their personal information for the purpose of initiating and promoting various forms of collaboration with the University of Bologna with regard to traineeships. These activities are carried out with a view to enhancing the skills and employability of students and recent graduates, contacting them to promote internship opportunities and helping them to make their professional decisions.

1. Purpose and methods of processing
2. Provision of data
3. Flow of data
4. Parties involved in processing
5. Rights of the data subject

1. PURPOSE AND METHODS OF PROCESSING

DATA PROVIDED BY THE DATA SUBJECT

The personal data of the coordinator and the organisation represented is collected and used solely to the extent allowed by law and by the regulations.

Processing is carried out with or without the support of electronic equipment, in compliance with the general principles of transparency and propriety and without exaggeration, as specified in article 11 of the Privacy Code. Furthermore, data is processed exclusively for the performance of institutional activities and/or for the purposes specified in Regional Decree no. 271/2009.

In particular, the data of coordinators and any addresses associated with them is processed by the University in order to carry out the following activities:

- Set up possible agreements
- activate curricular internships
- activate training and guidance internships
- Financial report to financing bodies

2. PROVISION OF DATA

The provision of personal data is optional; however, the absence of that data would make it impossible to collaborate with the University of Bologna on the activation of traineeships.

3. FLOW OF DATA

Personal data is processed by the University's facilities and employees exclusively for institutional purposes and in line with the related legislative and regulatory requirements. It may also be communicated to public or private parties which collaborate with the University of Bologna exclusively for the promotion of traineeship offers during the outgoing call.

4. PARTIES INVOLVED IN PROCESSING

The Controller of the data provided is the University of Bologna, with registered offices at Via Zamboni 33, 40126 - Bologna, Italy.

The person with responsibility for the IT management of the data is the Head of the Centre for the Development and Management of University Computer Services - CeSIA, Enrico Lodolo - Viale Filopanti 3, 40126 - Bologna, Italy.

The Data Processors are:

- the Head of International Relations Division - DIRI, Giovanna Filippini - Via Zamboni 33, 40126 - Bologna, Italy, with regard to the possible signature of agreements and the overall organisation of traineeships;
- the Heads of the Departments and the Vice Deans of the Schools providing the data to be processed (listed in the page [Campuses and Structures](#)) for the assignment of traineeships;

5. RIGHTS OF THE DATA SUBJECT

Data subjects are entitled to obtain confirmation at any time about the existence or otherwise of their personal data and its content and source, as well as to check its accuracy and request additions, updates or corrections (article 7 of the Privacy Code).

In accordance with the above-mentioned article, data subjects are entitled to request the erasure, transformation into an anonymous form or blocking of data processed unlawfully or, in any case, to object on legitimate grounds to its processing.

Requests may be sent to: diri.area3@unibo.it

This Privacy Policy may be updated in future.