The data controller of your personal data is Vistula University (Akademia Finansów i Biznesu Vistula) with its registered office in Warsaw (02-787), ul. Stokłosy 3.

Contact details for the Data Protection Officer: iod@vistula.edu.pl or in writing to the address of the data controller's registered office.

Personal data will be processed by the Data Controller in accordance with EU Regulation 2016/679 of 27 April 2016 (GDPR).

Purposes, legal basis for processing, and retention period of your personal data

We will process your personal data for the purpose of conducting the course, which constitutes our legitimate interest in connection with your enrollment in the course and the performance of the contract. The data will be stored for the period resulting from accounting regulations and until the expiry of the limitation period for claims related to the provided service.

In the event of granting additional, voluntary consent to receive marketing information via electronic means or by telephone to the provided e-mail address or phone number, the data will be processed for marketing and profiling purposes until the granted consent is withdrawn.

Data recipients

Entities processing personal data on behalf of the Data Controller: entities providing IT systems maintenance and support services, as well as entities supporting mailing services.

Rules for collecting Personal Data

Providing your data is voluntary; however, failure to provide it will make it impossible to conclude and execute the contract for the course.

Rights related to the processing of personal data

The data subject may exercise the following rights against the Data Controller:

- the right to request access to their data and to receive information regarding its processing, and should the data be incorrect, the right to request its rectification,
- the right to data portability,
- the right to request restriction of the processing of their data, or its erasure ("the right to be forgotten"),
- the right to withdraw the granted consent (in the case of granting voluntary consent); however, the withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal,

- the right to object to the processing of data carried out on the basis of the Data Controller's legitimate interest, for marketing and profiling purposes.

In order to exercise the above rights, please contact the Data Controller or the Data Protection Officer. The contact details are provided at the beginning of this clause.

You also have the right to lodge a complaint with the supervisory authority dealing with personal data protection, i.e., the President of the Personal Data Protection Office