

**CONSENT****for Personal Data Processing**

Option for underage persons (under 14 years) and minors (under 18 years)

I, \_\_\_\_\_ registered at the  
address: \_\_\_\_\_

Address of residence \_\_\_\_\_

Passport series and number \_\_\_\_\_ date of issue \_\_\_\_\_

Issuing authority \_\_\_\_\_

Document confirming authority of legal representative, or other reasons thereof \_\_\_\_\_

Full name of representatives \_\_\_\_\_

Address of residence \_\_\_\_\_

series and number of passport \_\_\_\_\_ date of passport issue \_\_\_\_\_

Issuing authority, code of subdivision \_\_\_\_\_

hereinafter, the “Personal Data Subject”, “PD Subject”, and

**directly the “PD Subject”,**

freely, of their own volition and in their 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 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 their processing:

List of personal data for processing	Purpose of personal data processing	Personal data processing methods	Signatures, confirming consent
<ol style="list-style-type: none"> <li>1. last family, first name, middle name/patronymic;</li> <li>2. gender;</li> <li>3. citizenship;</li> <li>4. date and place of birth</li> <li>5. education, qualification, and their degree level;</li> <li>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;</li> <li>7. profession (specialization);</li> <li>8. registration address and postal address;</li> <li>9. telephone contacts (mobile, home, work);</li> <li>10. e-mail contact;</li> <li>11. place of residence;</li> <li>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;</li> <li>13. information about special rights upon admission to</li> </ol>	<ol style="list-style-type: none"> <li>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;</li> <li>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;</li> <li>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;</li> <li>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;</li> <li>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;</li> <li>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;</li> <li>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;</li> </ol>	<ol style="list-style-type: none"> <li>1. collection</li> <li>2. recording</li> <li>3. systematization</li> <li>4. accumulation</li> <li>5. storage</li> <li>6. correction (updating, amending, etc.)</li> <li>7. retrieval</li> <li>8. use</li> <li>9. transfer (distribution, including provision of access)</li> <li>10. depersonalization</li> <li>11. blocking</li> <li>12. deletion</li> <li>13. destruction of personal data</li> </ol>	<p>Representative: PD Subject:</p>

<p>studies under Bachelor's/Specialist programmes and the grounds thereof;</p>	<p><b>8.</b> 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;</p>		
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<p><b>14.</b> health condition, e.g., data about disabilities or limited mobility or capacity, etc.;</p> <p><b>15.</b> personal photography, photos and video recordings (voice, appearance);</p> <p><b>16.</b> place and address of work, position;</p> <p><b>17.</b> information about participation in Olympiads, competitions, tournaments and various events held by HSE University and/or third parties; provision of competition results;</p> <p><b>18.</b> information about conclusion of and/or paid services agreement (agreement for the provision of paid educational services/targeted admission/targeted studies);</p> <p><b>19.</b> recommendations and grounds for such recommendations;</p> <p><b>20.</b> 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><b>9.</b> 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;</p> <p><b>10.</b> 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);</p> <p><b>11.</b> 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><b>12.</b> 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., clients, Russian Government, institutions, employers, etc.);</p> <p><b>13.</b> 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><b>14.</b> 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><b>15.</b> identification of the PD Subject;</p> <p><b>16.</b> promotion of HSE University's goods, works, and services on the market;</p> <p><b>17.</b> execution of HSE University's core activities as per its Charter;</p> <p><b>18.</b> 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><b>19.</b> developing a unified community of learners and alumni to help boost interest in academic and inter-disciplinary integration;</p> <p><b>20.</b> 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 and/or his/her representative shall submit a written notification stating their 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 legal representative of the PD Subject and the PD Subject hereby give HSE University their 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. Myasniktsya, 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 legal representative of the PD Subject and the PD Subject hereby provide their 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	data
_____	_____	_____
	signature	data