

**Information clause**  
**Maritime University of Szczecin**

In accordance with Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/WE (General Data Protection Regulation), hereinafter "RODO", we inform you that:

1. the administrator of the personal data is the Maritime University of Szczecin, Wały Chrobrego street 1-2, 70-500 Szczecin, tel. (91) 48 09 400, pm.szczecin.pl;
  2. contact details of the Data Protection Officer e-mail: iod@pm.szczecin.pl;
  3. your personal data will be processed for the purpose of administering the Marlins English Language Test including organising the exam, conducting the exam, issuing the certificate and for contact and accounting purposes. In relation to the above, your personal data will be processed on the basis of the provision: article 6 par. 1 (b) and (c) of the RODO. You are obliged to provide personal data, the consequence of not providing personal data will be that you will not be able to take the Marlins English Language Test;
  4. We will transfer your personal data to the Marlins Test Platform database, we may transfer your personal data to public authorities or entities entitled to obtain the data under applicable law and to entities processing the data on our behalf, under a data entrustment agreement. Personal data will not be transferred to third countries;
  5. Your personal data will be processed for the time necessary to complete the Marlins English Language Test. Accounting data will be retained for the period specified by law and registration forms for the period necessary to process any claims of certificate errors;
  6. with regard to your personal data, decisions will not be taken by automated means, pursuant to Article 22 of the RODO;
  7. you have:
    - The right of access to personal data concerning you under Article 15 RODO;
    - The right to have your personal data rectified under Article 16 RODO;
    - The right to request the erasure of personal data in the cases specified in Article 17 RODO;
    - pursuant to Article 18 RODO, the right to request the controller to restrict the processing of personal data, subject to the cases referred to in Article 18 par. 2 RODO;
    - The right to object to the processing of personal data in the cases referred to in Article 21 RODO.
- You may exercise these rights by submitting a request in writing to the Data Protection Officer at the administrator's address marked "Data Protection Officer" or at iod@pm.szczecin.pl;
8. you also have the right to lodge a complaint with the President of the Data Protection Authority if you consider that the processing of personal data concerning you violates the provisions of the RODO.