**CONSENT FOR PROCESSING PERSONAL DATA**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

passport: series\_\_\_\_\_\_№ \_\_\_\_\_\_\_\_\_, issued \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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allow Federal State Budgetary Educational Institution of Higher Education «Pitirim Sorokin Syktyvkar State University» (OGRN 1021100507230 TIN 1101483236), legal address: Komi Republic, Syktyvkar, Oktyabrskij Prospect, 55,167001(further – Operator) the processing of the Subject’s personal data.

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***If consent is granted by the representative of the subject of personal data, additional information is filled in****.*

Representative of the subject of personal data:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Full name

passport series \_\_\_\_\_\_\_\_ № \_\_\_\_\_\_\_\_\_\_\_\_ issued «\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_ г. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*Indicate by whom issued*

residency address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

acting on behalf of the subject of personal data on the basis of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of the power of attorney or other document confirming the authority of the representative

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**Purpose of personal data processing:**

*– ensuring compliance with the requirements of the legislation of the Russian Federation;*

*– provision and monitoring of the educational process, scientific, organizational, financial and economic activities of the University;*

*– information interaction for the purposes of: providing state social assistance; providing social guarantees to families with children; providing subsidies for housing and utility bills; providing measures of social support, sending funds (part of the funds) of maternity (family) capital to the Branch of the Pension Fund of Russia in the Komi Republic for payment by a person who has received a state certificate for maternity (family) capital, paid educational services provided by the University in accordance with the education agreement concluded upon admission to study at the expense of an individual and (or) legal entity, by non-cash transfer to the account (personal account) of the University specified in the contract for the provision of paid educational services in cases established by the regulatory legal acts of the Russian Federation;*

*– holding intrauniversity events (competitions, conferences, thematic events, olympiads, quests, quizzes, etc.).*

**The list of personal data for the processing of which consent is given:**

surname, name and patronymic; citizenship; sex; Date and place of birth; biographical information; information about the places of study (city, educational organization, terms of study, the original and (or) a copy of the document on education is enclosed in the personal file of the applicant and student); information about places of work (city, name of organization, position, terms of work); performance data; about knowledge of foreign languages; about awards and achievements; registration address; residential address; on the availability of living space; digital photography; video recording of entrance examinations, competitions, conferences of thematic events, olympiads, quests, quizzes, etc.; passport data (number, date and place of issue) (a copy of the passport is attached to the personal file of the applicant and student) and a digital copy of the passport; Individual insurance account number (a copy is enclosed in the personal file of the applicant and student) and its digital copy; TIN (a copy is enclosed in the personal file of the applicant and student) and its digital copy; medical information: health insurance policy number; medical card number; Family status; name change certificate; information about the composition of the family; information about marriage registration (a copy of the marriage certificate is enclosed in the personal file of the applicant and student); information about the change of surname; information about military registration, information about registration with a pension fund, information about payment (subject to admission to training on a contractual basis); family income information; information about guardianship (guardianship); information about pregnancy and maternity leave; information on the disposal of funds (part of the funds) of maternity (family) capital to pay for paid educational services provided by the University in accordance with the contract for the provision of paid educational services; information about the birth of children and dependents; information about the death of the subject or his relatives; information about the accrual of cash payments; bank card details (for calculating cash payments), E-mail, phone, information about parents (legal representatives) (if necessary, a copy of the birth certificate is attached to the personal file of the applicant and student), information about benefits (if necessary, the original and (or) a copy of the documents confirming the benefit is invested in the personal file of the applicant and student), information on individual achievements (TRP, olympiads, copies of documents confirming individual achievements are invested in the personal file of the applicant and student), information on the results of the USE (the certificate is printed from the Federal Information System for Support conducting the state final certification and admission and is invested in the personal file of the applicant and the student).

**List of actions with personal data to which consent is given, a general description of the methods used by the operator to process personal data**

*The processing of the specified personal data will be carried out through mixed processing using the following methods: collection, recording, systematization, accumulation, storage, clarification (updating, changing), extraction, use, transfer (distribution, provision, access), depersonalization, blocking, deletion, destruction*

**I agree to the transfer (provision) of my data by the operator to:** law enforcement agencies, state and non-state structures: tax authorities; licensing and certification bodies; bodies of the prosecutor's office and the FSB; statistical authorities; insurance agencies; military commissariats; social insurance authorities; Ministry of Labour, Employment and Social Protection of the Komi Republic; medical organizations, pension funds (Management of the Pension Fund of the Russian Federation in Syktyvkar of the Republic of Komi (interdistrict), Branch of the Pension Fund of the Russian Federation in the Republic of Komi); subdivisions of state and municipal authorities; the operator of the electronic government of the Republic of Komi; banking organizations for the calculation of cash payments; organizations for the issuance of plastic cards used for personal identification (electronic passes) in the implementation of the access control regime on the territory of the University; organizations for students to practice, upon official request only in cases established by the legislation of the Russian Federation, Branch of the Pension Fund of the Russian Federation in the Republic of Komi, by granting admission and transferring the requested personal data*,* *organizations monitoring the process of passing entrance examinations, based on the conclusion between the operator and the organization of an agreement - an assignment for the processing of personal data by a third party.*

**The period during which the consent of the subject of personal data is valid, as well as the method of its withdrawal, unless otherwise provided by federal law**

This consent to the processing of personal data is valid for the period of storage of the personal file of the subject and can be withdrawn by me at any time by submitting an application to the operator in a simple written form.

*The subject's personal data is subject to storage for the periods established by the legislation of the Russian Federation. Personal data is destroyed: upon achievement of the purposes of personal data processing; upon liquidation or reorganization of the operator; on the basis of a written request from the subject of personal data with a request to stop processing his personal data (the operator will stop processing such personal data within 3 (three) business days, of which a written notification will be sent to the subject of personal data within 10 (ten) business days.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ «\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_2024

Full name signature

**Consent**

**to the processing of personal data,**

**authorized by the subject for distribution**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Surname Name Patronymic of the subject of personal data

Contact Information \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

telephone number, e-mail address or postal address of the personal data subject

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**Represented by a representative of the subject of personal data** (filled in in case of obtaining consent from the **representative** of the subject of personal data) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Surname Name Patronymic

Passport series \_\_\_\_\_ № \_\_\_\_\_\_\_ issued «\_\_\_» \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_г. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Issued by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

residing at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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acting on behalf of the subject of personal data on the basis of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*details of the power of attorney or other document confirming the authority of the representative*

Federal State Budgetary Educational Institution of Higher Education «Pitirim Sorokin Syktyvkar State University» OGRN 1021100507230 TIN 1101483236.

Information about the information resources of the operator ‒ <https://syktsu.ru>; <https://vk.com>

Purpose(s) of personal data processing:

*– ensuring compliance with the requirements of the legislation of the Russian Federation;*

*– provision and monitoring of the educational process, scientific, organizational, financial and economic activities of the University;*

*– information interaction for the purposes of: providing state social assistance; providing social guarantees to families with children; providing subsidies for housing and utility bills; providing measures of social support, sending funds (part of the funds) of maternity (family) capital to the Branch of the Pension Fund of Russia in the Komi Republic for payment by a person who has received a state certificate for maternity (family) capital, paid educational services provided by the University in accordance with the education agreement concluded upon admission to study at the expense of an individual and (or) legal entity, by non-cash transfer to the account (personal account) of the University specified in the contract for the provision of paid educational services in cases established by the regulatory legal acts of the Russian Federation;*

*– holding intrauniversity events (competitions, conferences, thematic events, olympiads, quests, quizzes, etc.).).*

Categories and list of personal data for the processing of which the consent of the subject of personal data is given:

|  |  |  |  |
| --- | --- | --- | --- |
| Category of personal data | List of personal data (if necessary, can be supplemented) | Apply /  Do not apply /  Apply at the choice of the subject | Legal basis  (if apply) |
| Personal data | surname, name and patronymic | Apply | Article 6 Federal Law of July 27, 2006 No. 152-ФЗ “On Personal Data” |
| citizenship | Do not apply |  |
| sex | Do not apply |  |
| Date and place of birth | Do not apply |  |
| biographical information | Do not apply |  |
| information about places of study (city, educational organization, terms of study) | Apply | Article 6 Federal Law of July 27, 2006 No. 152-ФЗ “On Personal Data” |
| information about places of work (city, name of organization, position, terms of work) | Apply | Article 6 Federal Law of July 27, 2006 No. 152-ФЗ “On Personal Data” |
| information about progress in studies | Do not apply |  |
| information about knowledge of foreign languages | Do not apply |  |
| information about awards and achievements | Do not apply |  |
| registration address | Do not apply |  |
| residential address | Do not apply |  |
| information about the availability of living space | Do not apply |  |
| passport data (number, date and place of issue) | Do not apply |  |
| Individual insurance account number | Do not apply |  |
| TIN | Do not apply |  |
| health insurance policy number | Do not apply |  |
| medical card number | Do not apply |  |
| Family status | Do not apply |  |
| name change certificate | Do not apply |  |
| information about the composition of the family | Do not apply |  |
| marriage registration information | Do not apply |  |
| surname change information | Do not apply |  |
| military registration information | Do not apply |  |
| information about registering with a pension fund | Do not apply |  |
| payment information (subject to admission to training on a contractual basis) | Do not apply |  |
| family income information | Do not apply |  |
| information about guardianship | Do not apply |  |
| information about pregnancy and maternity leave | Do not apply |  |
| information on the disposal of funds (part of the funds) of maternity (family) capital to pay for paid educational services provided by the University in accordance with the contract for the provision of paid educational services | Do not apply |  |
| information about the birth of children and dependents | Do not apply |  |
| information about the death of the subject or his relatives | Do not apply |  |
| information about cash payments | Do not apply |  |
| bank card details (for calculating cash payments) | Do not apply |  |
| E-mail | Do not apply |  |
| Telephone number | Do not apply |  |
| information about training (the original and (or) a copy of the document on education is enclosed in the personal file of the applicant and student) | Do not apply |  |
| copy of birth certificate | Do not apply |  |
| information about benefits (if necessary) (the original and (or) a copy of the documents confirming the benefit is enclosed in the personal file of the applicant and student | Do not apply |  |
| information about parents (legal representatives) (if necessary) | Do not apply |  |
| information about individual achievements (RWD, olympiads) (copies of documents confirming individual achievements are invested in the personal file of the applicant and student) | Do not apply |  |
| information about the united state exam results | Do not apply |  |
| Biometric  personal data | photo, video filming, digital photography; video recording of entrance examinations | Apply | Article 6 Federal Law of July 27, 2006 No. 152-ФЗ “On Personal Data” |
| Special categories of personal data | Medical certificate | Do not apply |  |

Categories and list of personal data, for the processing of which the subject of personal data establishes conditions and prohibitions, as well as a list of established conditions and prohibitions:

"Transfer of personal data by the operator to an unlimited circle of persons" with the obligatory choice of one of the following values (not prohibited; prohibited)[[1]](#footnote-1)

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"Processing of personal data by an unlimited circle of persons" with the obligatory choice of one of the following values (not prohibited; prohibited; not prohibited, with conditions)

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If the value “not prohibited, with conditions” is selected, it is necessary to display an additional list “Prohibited actions for processing PD” with the following values with the possibility of selecting several values (collection; recording; systematization; accumulation; storage; clarification (updating, changing); extraction; use; transfer (distribution, provision); depersonalization; blocking) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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The conditions under which the received personal data can be transferred by the operator processing personal data only through its internal network, which provides access to information only for strictly defined employees, either using information and telecommunication networks, or without transferring the received personal data\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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filled in at the request of the subject of personal data

Validity period of consent - until the purpose of distribution is reached.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ «\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_ г.

*Full name signature*

1. The subject of personal data indicates independently in consent. The specified line is filled in at the request of the subject of personal data without restrictions on the part of the operator processing personal data. Conditions and prohibitions imply restriction or prohibition of the implementation of actions for the processing of personal data. [↑](#footnote-ref-1)