

**CONSENT
for Processing of Personal Data
For Adults (18+)**

I, _____,

registered at the address: _____,

residential address _____,

series and number of passport _____, issuance date and issuing authority

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

freely, of my own volition and in my 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 my personal data specified herein by **National Research University Higher School of Economics** (hereinafter “HSE University” or the “University”), located at: 20 Myasnitskaya ulitsa, Moscow, Russian Federation.

The personal data processing means any action (operation) or a set of actions (operations) with respect of the PD Subject’s personal data, including with the use of automated means of processing.

This Consent is hereby submitted in regards to the following types of personal data and the purposes/methods for its processing:

List of personal data for processing	Purpose of personal data processing	Personal data processing methods	Signature, confirming consent
<ol style="list-style-type: none"> 1. last name, first name, middle name/patronymic; 2. gender; 3. citizenship; 4. date and place of birth; 5. education, qualification, and their degree level; 6. data about academic performance, e.g., course grades, assessments of skills and knowledge; 7. profession (specialization); 8. registration address and postal address; 9. telephone contacts (mobile, home, work); 10. e-mail contact; 11. place of residence; 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; 	<ol style="list-style-type: none"> 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; 2. transferring information and data to state information systems, pursuant to the requirements of relevant legislation or requirements and requests of state bodies, the rules of information exchange established by official authorities, and/or obtaining such information and data from such systems or sharing information and data with such systems, including: <ul style="list-style-type: none"> • 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. 755, dated August 31, 2013, and/or the receipt of such information and data from the aforementioned system, or information/data exchange with that system; • the state information system "Modern Digital Educational Environment"; • the state information resource about persons who have shown outstanding 	<ol style="list-style-type: none"> 1. collection 2. recording 3. systematization 4. accumulation, 5. storage 6. correction (updating, amending) 7. retrieval 8. use 9. transfer (distribution, including provision of access) 10. depersonalization 11. blocking 12. deletion 13. destruction of personal data 	PD Subject

<p>13. personal insurance policy number (SNILS);</p> <p>14. health condition, e.g., data about disabilities or limited mobility or capacity, cases of coronavirus (COVID) infection, results of laboratory tests for coronavirus (COVID) infection, as well as vaccination against coronavirus (COVID) infection;</p> <p>15. personal photographs, photos and video recordings (voice, appearance);</p> <p>16. place and address of work, position;</p> <p>17. information about participation in Olympiads, competitions, tournaments and various events held by HSE University and/or third parties; provision of competition results;</p> <p>18. information about conclusion of and/or paid services agreement (agreement for the provision of paid educational services);</p> <p>19. recommendations and grounds for such recommendations;</p> <p>20. other data, provided to HSE University, in regards to provision of educational services (in the educational processes), as well as the terms of this Consent.</p>	<p>abilities, as per Order of the Ministry of Education of Russia No. 77, dated February 15, 2022;</p> <p>3. processing of the PD Subject's personal data in the HSE University's information systems and in hard copy for the purposes of organizing admission campaign and recording the results thereof, including information about persons/parties submitting documents necessary for admission, indicating information about admission or refusal to receive application documents, admission directives;</p> <p>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;</p> <p>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 HSE University's information systems, including the University's integrated information system;</p> <p>6. making audio/video recordings of course classes, ensuring subsequent storage and use of data in order to guarantee transparency in the educational process;</p> <p>7. collecting audio/video recordings created by the PD Subject on their own as part of the study process, subsequent storage and use of data to guarantee transparency in the educational process;</p> <p>8. 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;</p> <p>9. 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> <p>10. 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>11. posting in information systems and on the HSE University website (portal) information about the PD Subject's performance, 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>12. 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 Charter, 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, e.g., through the placement of such information on the University's corporate</p>		
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	<p>website (portal), information stands and other information sources;</p> <p>13. ensure that the PD Subject has the opportunity to engage in work activities, including research, 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., founder of HSE University, clients, Russian Government, institutions, employers, etc.);</p> <p>14. 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>15. 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>16. identification of the PD Subject;</p> <p>17. promotion of HSE University’s goods, works, and services on the market;</p> <p>18. execution of HSE University’s core activities as per its Charter;</p> <p>19. accumulation of data on persons working in cooperation with HSE University, and subsequent archiving with the University’s information systems: in its integrated information system;</p> <p>20. developing a unified community of learners and alumni to help boost interest in academic and inter-disciplinary integration;</p> <p>21. submitting information about the PD Subject, including contact details (telephone numbers, email addresses) by request from the state authorities of the country of the PD Subject’s citizenship, diplomatic missions, consular offices, and embassies with the aim of updating information about citizens of the respective country;</p> <p>22. 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 report;</p> <p>23. processing personal data of the PD Subject’s contact persons, including his/her parents and other relatives, for immediate contact with respect to any issues affecting the PD Subject’s interests.</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 shall submit a written notification stating his/her reasons for requesting its annulment. 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’s information systems for personal data processing may operate using services of the virtual computational environment provided by third parties.

Pursuant to the requirements of the current legislation on communications, HSE University may transfer personal data of users of the University’s communications networks to communications operators to the extent stipulated by requirements of the legislation on communications.

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.

The PD Subject hereby provides 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.

The PD Subject confirms the consent of those persons, specified in clause 23, to the processing of their personal data for the purposes of this Consent.

PD Subject's full name

Signature

Date

**Consent for Processing of Personal Data,
Permitted for Distribution by the Personal Data Subject
(for adults - Bachelor's and Master's programmes)**

I,

Last name, first name, patronymic (if any)

(hereinafter the "Personal Data Subject" or "PD Subject")

PD Subject's E-mail/ telephone/ postal address (at least one of these contact details):

hereby, by my own will and in my own interest, grant my consent for the processing of my personal data (hereinafter "consent", and "PD", respectively) and permit their distribution through the online information resources listed below in such a way that my PD shall be made accessible to the public:

Full and short name of operator performing the PD processing: National Research University Higher School of Economics (HSE University) (hereinafter the "PD Operator"),

INN 7714030726, OGRN 2117746367132,

PD Operator's address: 20 Myasnitskaya Ulitsa, 101000, Moscow

Information resources of the PD Operator, through which the general public will be able to access the PD and undertake other actions: <https://www.hse.ru/>

Goals and terms of PD processing, categories and lists of PD, whose processing is being permitted by the PD Subject:

No.	PD Category and List	Purpose	PD Subject's Signature
<i>Information support for the admissions campaign¹</i>			
<i>Information Support for Educational Processes</i>			
1.	Personal data: full name, degree/educational programme, year of study, and timetable information.	Making sure that information about the timetable is available on the website https://ruz.hse.ru , as well as HSE University's mobile application used for the purposes of study process optimization.	
<p>The term during which consent for purpose 1 remains valid shall come to 5 (five) years from the moment when it was granted. If a PD Subject becomes a matriculated student at HSE University (i.e., a recipient of educational services) during the said timeframe for the processing of his/her personal data, the consent's term shall be extended for the duration of the PD Subject's studies and additionally for 5 (five) years after the completion of his/her studies (i.e., termination of the provision of educational services, termination of educational relations).</p>			
2	Personal data: full name; degree programme, year.	Publishing reports on completed works based on the results of the use of the HSE University Super Crow (i.e., supercomputer facilities) for the purposes of ensuring open access to information about research operations	
<p>The term of the consent's validity for purpose 2 is equivalent to the entire duration of exclusive rights for the report for completed works</p>			
3	Personal data: Full name, year and field of study, degree programme, PD Subject's photographs and video records, as well as other data used for this purpose.	Publishing information about the PD Subject's participation in the study process, research events, and competitions, as well as his/her achievements, incentives, information about internships completed by the PD Subject, on the website https://www.hse.ru/ , in HSE University's social networks, as well as on information boards at the University.	
<p>The term of the Consent's validity for purpose 3 is equal to 5 (five) years from the moment when it was granted.</p>			

Categories and lists of PD, the processing of which shall be subject to ban, or certain conditions set by the PD Subject, the list of set conditions and bans, as well as the conditions under which the received personal data may be transmitted by the PD Operator only via its internal network, thereby ensuring access to the information by a strictly defined group of staff members, or via communication networks, or without the transmission of received personal data (to be filled in by the PD Subject, if they so wish)

¹ The list of data for purposes 1, 2 and 3 can be expanded, pursuant to requirements of the legislation or directives of the official authorities.

There are no set conditions and bans in regards to any categories and lists of data².

This Consent may be withdrawn by the PD Subject or his/her representative, by forwarding a substantiated notification to HSE University's address (20 Myasnitskaya Ulitsa, Moscow, 101000).

PD Subject's full name

Signature

Date

² If you wish to impose a ban on transmission, as well as processing, or set conditions for the processing, you are entitled to delete this line and input them for a specific list of data of the respective data category. HSE University retains the right to disregard such bans and conditions for the processing, as set by the PD Subject, with respect to purposes 1 and 2 pursuant to part 11 art. 10.1 of Federal Law No. 152-FZ "On Personal Data", dated July 27, 2006, if such bans and conditions are contrary to the public interests in regards of publishing information.