



## Form for Authorization of a third party

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Requester

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Full name .....

ID number/Passport number .....

Telephone .....

E-mail address .....

Authorized person

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Full name .....

ID number/Passport number .....

Telephone .....

E-mail address .....

Reason about the authorization

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- Pick up of the academic certificates
- Apply for the enrolment
- Process and pick up the receipt of the title
- Pick up the "Conveni de Cooperació Educativa" (the internship)
- Others <sup>1</sup>: .....

Signature of the requester:

Signature of the authorized:

Full name ..... Full name .....

Place and date: .....

- I am aware of the basic information about data protection presented at the back of this document that I have read.

### Necessary documentation:

- Photocopy of the current ID or Passport of the requester
  - Original document of the current ID or Passport of the authorized person
  - This form filled in and signed
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<sup>1</sup> It is compulsory to indicate the reason for the authorization

<b>Information about data protection</b>	
<b>Responsible of data processing</b>	Universitat Politècnica de Catalunya <a href="#">Campus del Baix Llobregat</a> <a href="https://cbl.upc.edu/ca">https://cbl.upc.edu/ca</a> <a href="mailto:cbl.proteccio.dades@upc.edu">cbl.proteccio.dades@upc.edu</a>
<b>Contact details of the data protection officer</b>	<a href="#">Universitat Politècnica de Catalunya</a> <a href="https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/dades-de-contacte-del-delegat-de-proteccio-de-dades">https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/dades-de-contacte-del-delegat-de-proteccio-de-dades</a>
<b>Purposes of data treatment</b>	<a href="#">F01.4 Admissió, matrícula, avaluació i gestió de l'expedient acadèmic dels estudiants</a> <a href="https://rat.upc.edu/ca/registre-de-tractaments-de-dades-personals/F01.4">https://rat.upc.edu/ca/registre-de-tractaments-de-dades-personals/F01.4</a> <a href="#">Process Baix Llobregat Campus' students' applications for third parties permissions</a>
<b>Laws of data processing:</b>	<a href="#">(Exercici de poders públics)</a> Processing is necessary for the performance of a task carried out in the <b>public interest</b> or in the exercise of official authority vested in the controller <a href="https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/legitimacio">https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/legitimacio</a>
<b>Transfer of personal data to third parties</b>	Your data will not be communicated to third parties, unless there was a legal obligation.
<b>Data subject's rights</b>	<a href="#">(Sol·licitar l'accés. La rectificació o supressió. La limitació del tractament. Oposar-se al tractament. Portabilitat de les dades.)</a> Right of access by the data subject, Right to rectification, Right to erasure ('right to be forgotten'), Right to restriction of processin, Right to data portability <a href="https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/drets">https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/drets</a>
<b>Retention Policy</b>	<a href="#">(Mentre sigui necessari per a qualsevol dels propòsits que es descriuen a la nostra política de conservació)</a> The personal data that is collected and processed will be kept as needed for any of the purposes described in our retention policy. <a href="https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/politica-de-conservacio-de-les-dades-de-caracter-personal">https://www.upc.edu/normatives/ca/proteccio-de-dades/normativa-europea-de-proteccio-de-dades/politica-de-conservacio-de-les-dades-de-caracter-personal</a>
<b>Complaint</b>	If you have not been satisfied with the exercise of your rights you can file a complaint with l'APDCAT: <a href="mailto:apdcat.gencat.cat">apdcat.gencat.cat</a>