



## **NOTIFICATION AND CONSENT FOR THE PROCESSING OF PERSONAL DATA**

The American College of Greece (called herein as “Data Controller” or “ACG”) hereby informs you that it collects, processes and stores, in electronic or paper form, your personal data (especially the following: full name, gender, e-mail, telephone number, country and city of residence, school of graduation, year of graduation), according to the provisions of the applicable legislation on personal data, namely today the Regulation (EU) 2016/679 of the European Parliament and of the Council (“General Data Protection Regulation”) as well as the applicable Greek Legislation regarding the protection of personal data, as in effect from time to time (called herein as “the Personal Data Legislation”), and according to the specific terms and conditions set below:

ACG collects, stores and processes the above personal data for the purpose of the provision of information to you on its Pre-collegiate program. The legal bases of the above processing is your written consent granted hereby, the serving of the legitimate interest of ACG and the fact that the processing is necessary in order to take steps at your request prior to entering into a contract.

The above personal data will be accessible and processed by authorized employees of ACG, who will process the personal data solely for the fulfillment of the aforementioned purposes, and by no means for their own benefit. Furthermore, some of the above personal data will be accessible and processed, within the framework of their responsibilities, by authorized external associates of ACG for the fulfillment of the aforementioned purposes. Any further transfer of personal data to any third person or to a country outside the European Union, will take place only in case that it is provided so by the Personal Data Legislation.

ACG will keep and process the above personal data for as long as it is required for the serving of the aforementioned purposes of processing and in order to comply with its legal obligations and to defend itself against any legal claims. After the above time period, ACG will proceed to the definite deletion of the above personal data.

Subject to the exceptions, conditions and limitations provided by the Personal Data Legislation, you can exercise your right of access, rectification, restriction of processing, objection, erasure of the above personal data, as well as the right to data portability. In case you exercise one of the aforementioned rights, ACG will take any possible measure for the prompt satisfaction of your request, according to the specific provisions and conditions of the Personal Data Legislation, and shall inform you in writing regarding the satisfaction of your request, or for the reasons that prevent the exercise of the right by you or the satisfaction of one or more of the aforementioned rights according to the Personal Data Legislation.

In addition, you may at any time withdraw your present consent, without however affecting the lawfulness of processing based on the said consent before its withdrawal and the processing based on another legal basis. We inform you that in case of withdrawal of your consent, we may not be able to use the above personal data to provide information on ACG’s Pre-collegiate program to you.

Furthermore, you have the right to lodge a complaint with the Hellenic Data Protection Authority, in case you consider that the processing of your personal data is against the applicable legislation.

If you have any queries in relation to the protection of your personal data or you wish to exercise your legal rights, you can contact the Data Protection Officer of the American College of Greece by using the following contact details:

Address: 6 Gravias Street, Aghia Paraskevi, 15342

E-mail address: [dpo@acg.edu](mailto:dpo@acg.edu)