



Registration form

BACHELOR'S DEGREES * UNIVERSITY DIPLOMAS * MASTER'S DEGREES

Madrid _____ / _____ / _____
(day) (month) (year)

COURSE OF STUDY FOR WHICH REGISTERED

Degree _____

Course _____ Academic year _____

STUDENT PERSONAL DATA

Name and Surname _____ ID/FOT. ID/PASPORT _____

Place of birth _____ Date of birth _____

Adress _____ Town/City _____

Province _____ Post Code _____ Country _____

E-mail _____ Telephone _____ Nationality _____

RESPONSIBLE ECONOMIC DATA

Name and Surname _____ ID/FOT. ID/PASPORT _____

E-mail _____ Telephone _____ Nationality _____

Adress _____

FINANCIAL INFORMATION

Registration fee

Registration subject to discount

Price

I hereby certify the truthfulness of the declared data and after reading and accepting the TAI School rules, I request a place on the above-indicated courses.

Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025

SCHOOL OF THE ARTS
® *taiarts.com* MADRID
RECOLETOS-22

→ Ph. +34 900 670 882
admisiones@taiarts.com

REGISTRATION TERMS AND CONDITIONS

Escuela Universitaria de Artes TAI, with address at C/ Recoletos, 22, 28001-Madrid (hereinafter, the "TAI School") is a private university school affiliated with Universidad Rey Juan Carlos, whose main activity is to teach technical and artistic educational programs previously designed by the TAI School Academic Management Department, carried out subject to the management, control and coordination of the latter.

The student, after being acknowledged as such by the TAI School, undertakes to observe the academic activity they carry out and the programs imparted therein and the content, characteristics and demands of the academic program in which they participate, and declares that they know it in sufficient depth, after having considered and weighed up their decision to pursue it, and that they accept its entire content, adapted to the discipline and academic regulations of the TAI School as well as to any regulations that could apply, in their capacity as a student of the TAI School, including these terms and conditions of registration (hereinafter, "Operating Guidelines").

For the sake of clarity, not knowing the TAI School Operating Guidelines does not exonerate the student from compliance with the same. Said guidelines are made available to the student in the TAI School Academic Organisation and on the virtual campus, which the student will be able to access, once they have been recognised as a student by the TAI School. Without prejudice to the foregoing, the student will be governed not only by the current Operating Guidelines, but also by any regulations that could apply and that may be in force at any time, which will be incorporated into the Operating Guidelines for all intents and purposes and they are solely responsible for knowing and complying with them. Among others, the school has established the following guidelines, which form part of the Operating Guidelines and must be complied with by all students:

1. COMMITMENTS AND OBLIGATIONS

Pursuant to Article 13 of Royal Decree 1791/2010 of 30 December, approving the University Student Statute, the student has the following obligations and commitments:

- * The student assumes the commitment to maintain an active and co-responsible conduct at the TAI School, to have a knowledge of the TAI School and to observe its Statutes and other Operating Guidelines, approved by the regulatory procedures.
- * As an expression of this commitment, the student has the following duties:
 - a) To pursue their studies and take an active part in the academic activities that will help them complete their education.
 - b) To respect the members of the university community and the staff of the collaborating entities or companies that provide services to the TAI School.
 - c) To make a careful and diligent use of the property, equipment, facilities and grounds of the TAI School or of any of its collaborating entities.
 - d) To refrain from using or cooperating in fraudulent procedures in tests, assignments or academic activities, or in the official documents of the TAI School.
 - e) To participate responsibly in university activities and cooperate in ensuring the normal execution of the same.
 - f) To know and comply with the TAI School Operating Guidelines.
 - g) To know and comply with the internal regulations related to health and safety, particularly those that refer to the use of material, sets, workshops, studios, laboratories and other areas used for teaching, practice and research.
 - h) To respect the name, symbols, emblems and values of the TAI School and its bodies, as well as their proper use.
 - i) To respect the academic and institutional ceremonies of the TAI School, and all those who participate in them, without restricting their free exercise of expression and manifestation.
 - j) To exercise and actively promote non-discrimination of the members of the university community, staff of the collaborating entities or companies providing services to the TAI School based on birth, racial or ethnic origin, gender, religion, conviction or opinion, age, disability, nationality, illness, sexual orientation and gender identity, socio-economic, idiomatic or linguistic conditions or political and union affinity, or based on appearance, due to being overweight or obese or due to any other personal or social condition or circumstance.
 - k) To contribute to the improvement of the purposes and operation of the TAI School.

2. COURSE OF STUDY AND PERMANENCE

It is considered that the student accepts the course of study and the academic level required for the student to be admitted to the same. Prior to starting their studies, the student must accredit or, as the case may be, acquire, using their own means, the necessary theoretical and technical knowledge to make the most effective use of their studies. In this regard, the student is solely responsible for accrediting to the TAI School the previous academic training required, as well as their qualifications or other documents that might be required and that are necessary for the complete and correct formalisation of the registration (including, as the case may be, the homologation of any foreign academic qualifications that may be necessary), prior to starting their course of study.

The TAI School reserves the right not to permit renewal or to expel any student who fails to reach the minimum academic or attitudinal level required in the Propaedeutic program, without this giving them the right to any refund whatsoever. For the purposes of this document, "Propaedeutic program" refers to the teaching of the fundamentals and basic concepts of the discipline to be studied. The TAI School will evaluate the academic progress and work done by the student every term by means of an assessment board, in addition to their conduct, to determine whether they have sufficient knowledge and display an attitude that will allow them to obtain the academic degree they are studying for. A first negative assessment will give rise to a warning and a reasoned report; in the event of receiving a second reasoned negative assessment, the continuity of the student at the TAI School or the obtaining of the degree would be at risk, depending on the case.

The TAI School Academic Management Department reserves the right to change the course of study whenever it considers it convenient with a view to ensuring a higher quality or more effective teaching, or due to reasons of force majeure. If changes are made for such reasons in the dates or schedules, or there are delays or cancellations that affect the normal organisation of the courses, the TAI School undertakes to do its best to restore normality as soon as possible, without this giving rise to refunds or reimbursements of any kind. The courses are given in Spanish, but some subjects, activities, conferences, workshops and master classes are held in other languages, without being translated into Spanish.

Similarly, at the start of each academic year, the TAI School may adapt its syllabuses if it considers this necessary, for the purpose of updating in new technologies, better professional integration or better teaching methods. The TAI School undertakes to inform the student beforehand of the order and teaching of the subjects that Academic Management considers most appropriate every year, providing the necessary teaching staff and means. In the event that the TAI School signs a partnership agreement that affects the curricula, courses, materials and/or technological platform used for some of the degree courses offered, the student will adapt to the new materials and if necessary, the new agreement with them or with another centre, institution or university.

In the event that the student participates in extra-curricular activities of a voluntary nature that are eventually programmed during the year, such as specific visits, concerts, performances, outings, museums, etc., they must pay all related costs using their own means.

READ AND INAGREEMENT

Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025

3. SCHEDULES

For each academic year, the school establishes certain shifts in different time slots, where appropriate, and offers a specific number of places for each shift. From the registration date, the shifts of the different time slots will be assigned by the system in strict order of registration until the places offered for the established shifts are filled. The registration date is considered to be the date when payment is made reserving or pre-reserving the place. The order of registration is based on that date. For courses in which there are different shifts, the system will assign the morning shifts first.

The student must adapt to the shifts and schedules for each course, and to any changes in the same, depending on the availability of the teaching staff or the dynamics of the academic practices. The student must be available outside study hours to take part in projects and other additional academic activities at which attendance is mandatory, including Saturdays and Sundays.

Under no circumstances will the TAI School adapt to the availability of the student. If the student finds it necessary to change the time or group for which they have registered for justified reasons, they should send a written request to Academic Organisation, which will authorise it if that department understands that there is sufficient justification and there are places available in the respective group and their academic level allows this.

Students assigned to a morning group may be changed to an afternoon group or vice versa when this is required for reasons related to organizing the courses.

4. ATTENDANCE

An attendance rate of 80% is required for all academic activities and sessions scheduled during the year. Missing more than 20% of the scheduled sessions may lead to an immediate suspension or the loss of the course. Likewise, participation in the classroom, individual study, successfully completing the assignments and passing the tests requested by the teaching staff are all considered essential for the correct training of the student, as well as executing the end-of-course project in accordance with the established conditions.

5. METHODS AND MATERIAL

The student must pay for the basic work equipment, depending on the discipline. Nonetheless, the TAI School provides students with different equipment, materials and facilities that they may use in accordance with certain rules and in all cases, respecting their integrity, proper use and operation, without taking any action that could lead to their being damaged or destroyed.

The student must only use the technological platforms and applications made available to them by the TAI School to access academic information and teaching contents. They will adapt to the software and versions thereof which, in the opinion of the teaching staff and the directors of each degree, are most suitable for the correct development of their competencies.

The TAI School equipment, materials and facilities may only be used by the students for the practices and exercises scheduled in the courses and at the established times. However, the school will consider reasoned requests for equipment and facilities for other purposes.

6. DEGREE AWARD

To obtain the degree or diploma, the student must have passed all the theoretical and technical tests and practices of the studied program. They must also have paid the full amount of the program tuition fee.

The TAI School will issue academic transcripts or certificates at the request of the student, provided they are up to date with all their payments.

The fees for issuing official degrees, certificates, diplomas or any other type of similar academic document are not included in the tuition fee and must be paid at the time of requesting them.

7. METHODS AND MATERIAL

Pursuant to the new Regulation (EU) 2016/769 of the European Parliament and of the Council dated 27 April 2016 on the protection of persons with respect to the processing of their personal data and the free movement of said

data, we hereby inform you that the data you provide to us will be included in a file controlled by Aula Abierta, S.A., with address at C/ Recoletos 22, 28001, Madrid, for the purpose of the general administration and management of the centre, and to provide information about and market our services.

Basic information about the processing of personal data is given below:

BASIC INFORMATION ABOUT DATA PROTECTION

Data Controller: AULA ABIERTA, S.A.

Purpose:

- A) Manage the data of students and finance directors for the general management of the centre.
- B) Carry out the academic projects generated in the school.
- C) Provide information and market the services offered.
- D) Publication of images for the promotion, information and advertising of institutional activities and other events organised or carried out by the school.

Grounds: Consent of the data subjects.

Recipients:

- A) Other companies from the same business group.
- B) Collaborating entities.
- C) Public administrations and institutions. Rights: Rights of access, rectification and erasure, Limiting of processing, portability and other rights set out in the additional information on protection of personal data.

Additional information: If you would like more detailed information about our Personal Data Protection Policy, we will be happy to provide you with it through the following e-mail address: informacion@taiarts.com.

The necessary consents to complete the registration process.

- I, the student Consent to Aula Abierta processing my personal data pursuant to the terms of this clause.
- I, the Finance Director,
- I, the student, consent to the Finance Director having access to and a copy of the data related to my academic performance and assessment by the teaching staff.
- I, the student, consent to Aula Abierta and the companies from its business group processing my personal image taken at institutional ceremonies, in the classroom, at additional activities, at practices and at any other type of event held on the premises of the school, or at any event and/or activities organised directly or indirectly by the school and that could be used for promotional purposes, or in any medium of diffusion and public communication, including, among others, digital platforms.
- I, the student, consent to Aula Abierta processing the data related to the artistic activity carried out, such as artistic names, images and reproductions for the promotion of activities of Aula Abierta and of the activities themselves.

Other authorisations:

- I, the student Consent to Aula Abierta, S.A. sending me information about its training programs and other services, as well as information about the activities of collaborating entities of Aula Abierta, S.A.
- I, the Finance Director,
- I, the student Consent to the companies from the Aula Abierta, S.A. business group contacting me to inform me about their activities and initiatives.
- I, the Finance Director,
- READ AND INAGREEMENT

Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025

8. INTELLECTUAL PROPERTY

Pursuant to the terms of current legislation and in particular, Royal Decree 1791/2010 of 30 December, approving the University Student Statute, the student will be acknowledged as the author of any work created during their time as a student at the TAI School (hereinafter, the "Works") and the original owner of any author's rights that could be generated over the Works.

The student warrants:

- 1- That they are the author of the Work/s and that they will answer to the TAI School for their originality.
- 2- That they will observe the rights of third parties, and in particular, those related to intellectual and industrial property or image. The infringement of any of the above warranties will be considered a very serious offence and may lead to their immediately being expelled from the TAI School, pursuant to the internal guidelines.

Nonetheless, in the academic projects in which two or more students participate and that generate a Work, the TAI School will safeguard the rights of all the persons participating in the same, by considering that they have the same relevance as regards authorship.

In the specific case of an audiovisual Work that is qualified by the Institute of Cinematography and Audiovisual Arts (ICAA), the author/s of the same will sign contracts for the transfer of rights with the TAI School (or the brands of its production companies). As a consequence, the TAI School (or its production company brands) will have preferential rights in the exploitation of such Works, for which purpose they will sign special agreements with companies from the audiovisual industry. Therefore, the students transfer the recording, fixation, reproduction, distribution, public communication, transformation and dubbing and subtitling to the TAI School (or its production company brands). This transfer, which will be free, due to being a practice of the TAI School, will include all exploitation modes and it will last until the Work enters the public domain. This process makes it possible to simultaneously safeguard the rights of all the students participating in the Work. The author will always maintain the moral right of authorship of the Work, pursuant to the Intellectual Property Act.

The TAI School will not benefit from the economic profits that an audiovisual Work could generate as a consequence of its exploitation. Any economic profit obtained will be shared equally among all those participating in the audiovisual Work.

In the event that a Work is not selected for exploitation through the agreements signed with TAI (or with its production company brands) and the audiovisual industry, the authors thereof may exploit it on their own account, after first informing TAI and obtain its authorisation.

With protection of this transfer of rights, TAI may use the Work for the purpose of its promotion and diffusion. The TAI School considers that promoting the recognition of its students and working to achieve their success also generates success for the institution.

9. PAYMENT TERMS AND CONDITIONS AND REFUNDS

The student is obliged to pay the total amount of the course for which they have registered within the terms indicated by the TAI School Admissions Department. The prices of the ECTS credit varies, depending on whether it is a first, second or third registration.

The amounts paid to date will be returned to University Degree candidates only in the event that they do not complete the studies that give access to the degree (University access, extraordinary call, secondary school, higher education) or the TAI School exams, subject to accreditation of the certified documentation or official statement.

Without prejudice to the above, failure to submit documentation accrediting the required prior academic training, the required grades and other documents that may be necessary for the correct and complete formalization of the registration to the TAI School

(including the homologation of foreign degree certificates) for reasons attributable to the student does not exonerate them from paying the total amount of the course for which they have registered in due time and form.

The TAI School may grant students who are not up to date with the payments a term of one week, pursuant to the payments schedule established by the Admissions Department, in order to regularize their situation. If the student fails to pay within this term, they will not be able to access the academic activity and will have to pay the cost of returning the receipt.

Failure to pay on the stipulated payment dates implies the loss of any scholarship or grant awarded.

10. CANCELLATION

The TAI School may cancel any course or specialisation course that is not attended by a minimum of 8 registered students. If the TAI School decides to cancel it, in all cases for justified and duly motivated and informed reasons, it will refund the total amount paid by the student.

The student may cancel their registration, provided it is not subject to a discount. Cancellation of registrations not subject to a discount must be requested in writing, using the pertinent form, and up to 50 days before the start of the academic year. The amount of the payments made for the year will be refunded to the student, and the TAI School will retain €2,420 for reserving the place and administrative fees.

The places offered by the TAI School are limited and require the school to make investments from the time of reserving the place to provide education to future students in the best possible conditions, providing each of them with personalised tuition. Due to this, and given that it is impossible to fill the place again with students other than those who made the reservation, the student cannot cancel the registration after cancellation cannot be made student cannot cancel it during the 50 days prior to the start of the academic year, and in the event of doing so, they must pay the full amount for the year for which they have registered.

11. CANCELLATION

In the event of breaching any of the guidelines set out in this document, including the Operating Guidelines, the TAI School may start internal investigation proceedings, which may give rise to the initiation of the respect sanctioning procedure.

For these purposes, the student may be expelled by the program Management, pursuant to the Operating Guidelines, without being entitled to receive a refund of any registrations amounts paid, in the case of a serious or repeated breach of discipline, infringement of the internal rules and organisation or for failing to pass the tests that are determined at each time.

Falsehood in all or any part of the data provided during the admission process and in any other documents will also be sufficient grounds for exclusion, as well as repeatedly failing to pay the program tuition fees in the form and within the terms foreseen in the registration document. The exclusion of the student means forfeiting their right to attend class, but they must still fulfil their payment obligations for the current year. The TAI School reserves the right not to admit the reregistration or formalisation of a registration if this is determined by the Propaedeutic program, as set out in Section 2.

READ AND INAGREEMENT

Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025

12. REGISTRATION CONTRACTS SUBJECT TO DISCOUNT

In the event that the registration is subject to a grant or discount, for the year in question, or for the following years and for periods longer than those already signed up for, the student recognizes that accepting said discount entails the express waiver on their part of any right to cancel the registration, both for the current year and for the following years of the contract.

13. DISCOUNT ON THE REGISTRATION FEE

The student may receive a discount on the registration fee in accordance with diverse criteria (academic, due to being a former student, for taking an active part in the school training programs and for obtaining a certificate stating they have passed the mentoring program, etc.).

In particular, the student voluntarily decides whether to register for the mentoring program organized by the TAI School in conjunction with the Fundación Arts, with a view to retain talent in the sector in which it operates. To that end, the student agrees to formalise said registration with the Fundación and to comply with the program in full, accepting its rules and thus contributing to its development.

The discount on the registration fee will be reviewed by the school, which may cancel it in the event of failing to comply with the terms of this section, and in such cases, the student is obliged to pay the full registration amount.

14. DISCOUNT ON THE REGISTRATION FEE

In the event that the student signs the fractioned payment option, the TAI School will send the student an attachment which they must complete, which

sets out the fractioned payments in different instalments. Based on the agreed fractioning, the student accepts a surcharge of 6% to be applied to the instalments generated from September (included) for administrative and management costs. The fractioning of the payment will not take effect until the student sends the TAI School a signed fractioned payment attachment and a SEPA direct debit template, duly completed and signed in the case of EC students. In the case of non-EC students, payment of the instalments will be made by bank transfer.

15. WITHDRAWAL

Students formalising their registration at the TAI School will not have any right of withdrawal pursuant to the terms of Article 103. A) of Royal Legislative Decree 1/2007 of 16 November, approving the revised text of the General Consumer and User Defence Act and other complementary laws.

16. UPDATING AND PUBLICATION OF OPERATING GUIDELINES

Any student may obtain an updated copy of the Operating Guidelines through the Academic Organisation Department by means of an express, written request.

The TAI School reserves the right to regularly update the Operating Guidelines, and the updates will take effect on the date of their publication in the Virtual Campus, with a paper copy being provided to the Academic Secretary's Office.

STUDENT NAME

Your data will be included, on a confidential basis and for educational purposes, in the computer database of students of Escuela Universitaria de Artes TAI. Pursuant to current legislation, you may correct the data provided by writing to: Aula Abierta S.A, Calle Recoletos, 22. 28001 Madrid

I declare that I am familiar with the contents of Clauses 10, 12 and 15

READ AND IN AGREEMENT

STUDENT SIGNATURE

FINANCE DIRECTOR SIGNATURE

*Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025*

DATA PROTECTION

Data controller:
AULA ABIERTA, S.A.

Purpose:
Provide information about products and services.
Send commercial communications.

Grounds:
Consent of data subject.

Recipients:
No data will be transferred to third parties.

Rights:
Rights of access, rectification and erasure, limiting of processing, portability, and other rights set out in the additional information on personal data protection.

PRIVACY POLICY

Organic Act 3/2018 of 5 December, on Personal data protection and guarantee of digital rights, has realigned the Spanish legal system with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April.

This legislation is mandatory for all public administrations and private enterprises when they use or process personal data during the course of their activity. The Act provides information about the rights of the data subjects and defines and classifies the different types of data, determines the appointment of the Data Protection Officer and specifies the security measures to be implemented to guarantee their safety.

WHO IS RESPONSIBLE FOR PROCESSING YOUR DATA?

* Name:
AULA ABIERTA, S.A.

* TAX ID:
A-80963697

* Postal Address:
Calle Recoletos 22. Madrid CP. 28001

* Telephone:
91.447.20.55

* Contact:
protecciondedatos@taiarts.com

HOW DO WE OBTAIN YOUR PERSONAL DATA?

"Personal data" refers to any data or information that allows us to identify you, such as your name, contact information, payment data and information about your access to our website.

We may obtain your personal data when you request information about our university degrees, when you use our website or when you contact us.

In short, we collect your personal data:

- * Every time you contact us to request information about our services.
- * When you begin your application to register for any degree in our university.
- * When you communicate with us by post, by e-mail, through a chat service, by telephone or through social media.
- * When you access our website.
- * We may also obtain personal data that concern you from other sources such as public administrations, relevant ministries, other universities and secondary education authorities and regional and state treasury services.

* We may also obtain personal data from companies in other countries as a result of exchange programs.

WHAT INFORMATION MAY WE COLLECT ABOUT YOU?

We can obtain the following types of data:

Contact data: name, address, e-mail, telephone number and the number of your passport or other recognised personal identity documents and the data of your credit/debit card and other payment means.

Information about the use you make of our website:

Communications you exchange with us or that you send us by letter, e-mail, chat service, telephone and social media.

Information that you provide to us about your preferences related to improving our services.

FOR WHAT PURPOSE DO WE USE YOUR PERSONAL DATA?

We process your data for the following purposes:

- * Registration and subsequent enrolment procedures related to the studies of this university.
- * Tasks related to administrative and academic management of files.
- * Processing of files related to the award of grants and economic aid.
- * Provision of these academic services.
- * Teaching management and performing of teaching activities.
- * Management of events and summer courses.
- * Management of external practices.
- * Preparation of qualification and evaluation documents.
- * Drafting of certificates and issuing of degree certificates and additional documents.

All this, both in classroom format and through the web.

In the event that you are a student enrolled in External Internships, Final Degree Project and Academic Credit Recognition, your data will be processed for the purpose of processing, monitoring and administrative and academic management of such records.

The data will be processed and kept for as long as it is necessary to provide the academic and other services described above and to satisfy the aforementioned purposes.

HOW DO WE PROTECT YOUR DATA?

The data controllers and processors will determine the appropriate technical and organisational measures that must be applied, to guarantee and accredit that the processing is in keeping with Organic Act 3/2018 of 5 December, on Personal data protection and guarantee of digital rights, and other applicable legislation. They will also decide whether to carry out a data protection impact assessment.

Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025

DATA SUBJECTS' RIGHTS

You may request information about the personal data we are processing and correct them if they are inaccurate. You may also request the erasure of your data when they are no longer necessary for the purposes for which they were collected. In this case, you should bear in mind that it is often impossible to delete the files, because they must be maintained in order to fulfil legal obligations and satisfy your requests for information, certificates, degree certifications and other documents.

You may exercise these rights by sending a message or writing to protecciondedatos@taiarts.com

LEGISLATION

A series of accesses and links with information related to Data Protection is provided below:

Organic Act 3/2018. LOPDGDD

Regulation (EU) 2016/679 of 27 April, on Data Protection.

OBLIGATIONS

As institutions that use personal data, the universities of the Region of Madrid have the obligations that are determined by current legislation in relation to data protection. The most relevant are set out below:

To declare the personal data files (both digital and manual) that they use to exercise their functions and notify them to the File Registers of the Data Protection Agency of the Region of Madrid and the Spanish Data Protection Agency before starting to process the personal data and to perform said processing in keeping with the file declaration and legislation on personal data protection.

(Note: the files used by private universities of the Region of Madrid must only be registered with the General Data Protection Register of the Spanish Data Protection Agency).

To collect and process the data correctly. The forms and any other element or procedure used to collect the personal data must be adapted to the principle of quality, i.e., they must not include any data that are excessive or unnecessary for the purpose that is pursued.

To enable the persons who request it to exercise their rights of access, rectification and erasure of their data as applicable, completely free of charge Access. To inform the data subjects who request it about the data in possession of the university and their origin within one month (for example, if they were obtained through a form completed by them or if they were provided by the Region of Madrid or the Central State Administration) and if they have been sent to any other institution or entity unrelated to the university.

Rectification. At the request of the data subject, to correct any of their data that are incomplete or inaccurate within a term of 10 days.

Erasure. Erase the data of the data subjects who request it when the processing is not in keeping with the law within 10 days (for example, in the case of processing data when the file has not been approved by the respective general provision).

FAQ

<https://sedeagpd.gob.es/sede-electronica-web/vistas/infoSede/preguntasFrecuentes.jsf>

*Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025 Year 2024 * 2025*