



Rights of data subjects

This document provides more detailed information about the rights that the General Data Protection Regulation endows on data subjects regarding their data and that are to be respected by the Universidade Católica Portuguesa to the extent that the University processes and stores these data within the scope of its activities.

I. Right of access

Upon request, you may obtain confirmation of whether your personal data are processed by the Universidade Católica Portuguesa.

You may furthermore access your personal data as well as obtain the following information:

- (i)* reasons why your personal data are processed;
- (ii)* categories of personal data processing;
- (iii)* entities to which your personal data may be transferred, including entities located in countries outside of the European Union and international organisations, in which case you are to be informed of the safeguards applicable to the transferring of your data;
- (iv)* period of retention for storing your data or, where this is not possible, the criteria for determining how long they will be stored;
- (v)* rights held in relation to the handling of your personal data;
- (vi)* if your personal data have not been provided by you, information about the respective source;
- (vii)* the existence of automated individual decisions, including the definition of profiles and, in this case, information about the underlying reasoning to such processes as well as their importance and foreseeable consequences.

II. Right to rectification



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Whenever you consider that your personal data (the objective personal data that you provided) are either incomplete or incorrect, you may request either their rectification or that they be duly completed.



III. Right to erasure

You may request that your personal data be erased in any of the following situations:

- (i) your personal data are no longer necessary for the purposes that led to their collection or processing;
- (ii) you have withdrawn the consent on which the data processing was based and there are no overriding legitimate grounds to continue this processing;
- (iii) you object to the processing of your data, and there is no overriding legitimate interest, evaluated on a case by case basis, to continue this processing;
- (iv) the Universidade Católica Portuguesa has to erase the personal data to comply with a legal obligation; or
- (v) personal data have been collected within the context of the provision of information society services.

The right of erasure does not apply whenever the processing is necessary for any of the following purposes:

- (i) exercising freedom of expression and information;
- (ii) complying with a legal obligation that requires such processing and is applicable to the Universidade Católica Portuguesa;
- (iii) motives in the public interest within the field of public health;
- (iv) archiving purposes in the public interest, scientific or historical research or statistical purposes where erasure is likely to seriously impair the achievement of that processing; or
- (v) establishing, exercising or defending of legal claims.

IV. Right to restrict data processing

Restrictions on processing enables the data subject to request the data protection officer to restrict access to their personal data or suspend data processing activities.

You have the right to request the restriction of the processing of your personal data in the following circumstances:

- (i) you contest the accuracy of your personal data and the Universidade Católica Portuguesa is verifying the accuracy of the data;



- (ii) the Universidade Católica Portuguesa no longer needs the personal data but they have to be kept for the purposes of establishing, exercising or defending a legal claim; or
- (iii) you have objected to the processing of your data, and Universidade Católica Portuguesa is verifying whether your legitimate grounds override those of the institution.

V. Right of portability

You may request Universidade Católica Portuguesa transmits, in a structured, commonly used and machine readable format, the personal data you have supplied. You also hold the right to request that Universidade Católica Portuguesa transmits these data to another controller whenever this proves technically feasible.

The right of portability applies only in the following cases:

- (i) when the data processing arises from explicit consent or the implementation of a contract; and
- (ii) when the processing in question is carried out by automated means.

VI. Right to object

You have the right to object the processing of your personal data at any moment, and on grounds relating to your particular situation, in the following cases:

- (i) when the processing stems from the legitimate interests of Universidade Católica Portuguesa;
- (ii) when the processing takes place for purposes different to those for which the data was collected but that are still compatible with the original motives.

In these cases, Universidade Católica Portuguesa will cease processing your personal data except when holding legitimate grounds for carrying out such operations and that these override your individual interests.

You may also object to the processing of your data for purposes of direct marketing, including the definition of profiles related to such marketing.



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VII. Right to withdraw your consent

In cases in which the handling of your data stems from you providing your consent, you may withdraw this consent at any point in time.