



Notification for the Processing of Personal Data

The American College of Greece (also called herein as **“Data Controller”** or **“ACG”**) hereby informs you that it collects, processes and stores, in electronic or paper form, personal data included the present form (Full Name, Job title, Contact Details), 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 and processes the above personal data in order to register the company whose information is included in the registration form (the Company), in order to have access to Alba’s CV Database and in order for ACG to contact the Company for the purposes of the performance of our cooperation. The legal basis of the above processing is the serving of the legitimate interests of ACG. .

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 transfer of personal data to any third person or to a country outside the European Union, will take place only in accordance with 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 processing purposes and in order to comply with its legal obligations and to defend itself against any legal claims. After the above time period, the ACG will proceed to the deletion of the above personal data.

Subject to certain 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, the 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 or the satisfaction thereof according to the Personal Data Legislation.



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, please contact the Data Protection Officer of ACG by using the following contact details:

Address: 6 Gravias Street, Aghia Paraskevi, 15342

E-mail address: dpo@acg.edu