

Warsaw, date _____

Full Name (in block letters): _____

Permanent Address: _____

Faculty and Student ID Number: _____

Warsaw University of Life Sciences (SGGW)

Dormitory Management Office

ul. Nowoursynowska 161

02-787 Warsaw

APPLICATION FOR DORMITORY ACCOMMODATION

I hereby request accommodation in an SGGW student dormitory for the 2026/27 academic year.

I declare that the distance from my permanent place of residence to the University is _____ km.

I undertake to comply with the Regulations of the SGGW Student Dormitory, in particular to make timely payments for the allocated room.

(legible signature)

INFORMATION CLAUSE

1. SGGW, acting as the Data Controller within the meaning of the GDPR, informs that it will process the personal data provided by the resident for the purpose and to the extent necessary for the proper implementation of the provisions of the Regulations.
2. SGGW has designated a Data Protection Officer (DPO), who can be contacted in all matters regarding the processing of personal data and the exercise of rights by data subjects under the GDPR at the email address: iod@sggw.edu.pl.
3. Any personal data obtained in connection with the implementation of the provisions of the Regulations will be processed for the following purposes:
 1. Implementation of the provisions of the Regulations (Article 6(1)(b) GDPR);
 2. Compliance with legal obligations to which SGGW is subject relating to the execution of the Regulations (Article 6(1)(c) GDPR—e.g. Act on Higher Education and Science Law, tax or fiscal regulations);
 3. Establishment, exercise, or defence of legal claims arising from the provisions of the Regulations (Article 6(1)(f) GDPR);
 4. Ongoing communication regarding matters related to the execution of the provisions of the Regulations (Article 6(1)(f) GDPR).
4. Recipients of personal data may include entities and authorities to which SGGW is obliged to disclose personal data under generally applicable provisions of law, as well as Data Processors to whom SGGW entrusts the processing of personal data under a relevant contract in connection with services provided to SGGW, to ensure the proper fulfilment of the purposes referred to in paragraph 3 above.
5. Personal data will be stored for the period necessary to execute the provisions of the Regulations, and thereafter for the period and to the extent required by generally applicable provisions of law or for the establishment, exercise, or defence of potential legal claims.

6. Data subjects have the right to access their personal data, rectify it, request erasure, or restrict its processing, as well as the right to object to the processing of personal data.
7. Data subjects have the right to lodge a complaint with a supervisory authority—the President of the Personal Data Protection Office (UODO)—if they consider that the processing of personal data infringes generally applicable provisions of law.
8. The provision of personal data is voluntary, but necessary for the execution of the provisions of the Regulations.
9. Personal data will not be subject to automated decision-making and will not be subject to profiling.
10. Due to SGGW's use of Microsoft services, personal data may be transferred outside the European Economic Area (EEA), including to the USA. Microsoft provides guarantees arising from compliance with Chapter V of the GDPR and is bound to ensure the protection of personal data under Standard Contractual Clauses (SCCs) concluded with SGGW. Further current information can be found at: <https://privacy.microsoft.com/en-us/privacystatement>.