**TBU IN ZLÍN STUDENT ID CARD**

All students of Tomas Bata University in Zlín (hereinafter referred to as “TBU”) are obliged to have a student ID card in the form of a personalized contactless chip ID card. The student ID card is one of the documents included in the documentation of studies in compliance with the Higher Education Act.

In accordance with the relevant TBU internal regulation, TBU shall issue the ID card in two versions:

* Student ID Card with ISIC licence

This type of ID card can be issued to a full-time student only. The student shall request the Card in writing and the issuance is subject to a fee in accordance with the relevant TBU internal regulation. The Card is valid from September to December of the following year. The validity period of the Card can then be extended by purchasing a revalidation stamp.

A student shall be issued with the Student ID Card with ISIC Licence once he/she has paid the fee (see the Request) and has enrolled for studies either during the matriculation ceremony or at his/her contact point.

The international Student ID Card with ISIC Licence offers other services to its holders (usually in the form of discounts), provided outside TBU. For detailed information please refer to the website of the licence provider [www.isic.cz](http://www.isic.cz).

* Standard Student ID Card

This type of card is issued to all TBU students except for those students who have requested the issuance of a Student ID Card with ISIC Licence. The first Standard Student ID Card is free of charge; students are usually issued with the Card during the matriculation ceremony or at their contact points.

Students are allowed to select only one type of ID card.

Expenses related to the issuance of ID cards and their duplicates shall be specified in the relevant TBU internal regulation.

The student ID card plays an important role particularly within TBU, where it is used to prove the student’s identity and entitles him/her to use internal University services, namely to:

* enter the University buildings, selected premises and lecture rooms,
* enter the Library and use loan services,
* take meals in facilities of the Halls of Residence and Refectory,
* pay for reprographic services (copying, printing),
* and purchase items in the Textbook and Souvenir Shop.

The fee for the issuance of an ID card (CZK 250) can by paid via direct bank transfer to the account No. 27-1925270277/0100, variable code: 9501602920 or via postal order.

Please print out this Request, complete it, and submit it at the Student Affairs Office of the relevant Faculty along with the proof of payment upon enrolment. The card cannot be issued unless a proof of payment is presented and the obligatory data are completed.

For more information please go to [www.utb.cz](http://www.utb.cz).

**REQUEST FOR ISSUANCE OF A TBU STUDENT ID CARD WITH ISIC LICENCE**

**for the academic year ……………..**

I hereby request the issuance of a student ID card with ISIC licence (Fee: CZK 250).

Identification data (obligatory, please complete legibly):

First name(s) and surnames: …………………………………………

Date of birth: …………………………………………

Faculty: …………………………………………

Optional – contact details in case of discrepancies during the processing of the Request (telephone number or e-mail): …………………………………………………………………………..

**Consent to personal data processing**

**Controller of personal data (PD):** Tomas Bata University in Zlín (Identification Number: 70883521)

**Data protection officer (DPO):** [dpo@utb.cz](mailto:dpo@utb.cz)

**Personal data processor:** **GTS ALIVE s. r. o.** (Identification Number: 26193272)

**ISIC Association** – a non-profit organization residing in Denmark, consisting of member organisations from the relevant countries and holding the exclusive license to distribute, promote and develop the ISIC card.

**ISIC Global Office** – a service company of the ISIC Association based in the Netherlands, in charge of administration and management of ISIC cards at a global level and of administration of the international ISIC card holder database.

**Orchitech Solutions, s. r. o.** (Identification Number: 28246764) – companies providing administration of the information system.

**Processed PD:** First name(s), surname, date of birth, status of the student, mode of study, serial number – ISIC licence, validity of the Card, chip number

**Purpose of processing of PD:** Records in the international ISIC card holder database, verification of its validity, verification of the student’s status, verification of the entitlement for obtaining discounts and benefits.

**Duration of processing of PD:** For the duration of studies and another year following the completion of studies

I hereby give my consent to the processing of the above-mentioned PD for the above-mentioned purposes and for the above-mentioned duration of the processing. I am aware of my rights ensuing from the Regulation 2016/679 issued by the European Parliament and by the (EU) Council on 27 April 2016, available at: https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32016R0679&from=CS

I am particularly aware of the fact that I am entitled to withdraw my consent at any time, correct or amend my personal data, request a limitation to the processing, lodge an objection/a complaint against the processing, request a transfer, access my personal data, be informed about any breach of my personal data, and that I am entitled to have my personal data erased.

The Controller of data shall also administer the photograph of the ISIC card holder, which, however, shall not be further processed (not forwarded to anyone). The photo shall be stored for a period no longer than three years, and that for the purpose of possible issuance of a duplicate of the ISIC card due to loss/loss of functionality, after suspension of studies, following a transfer to another faculty, after being admitted to follow-up degree programmes. After the expiry of the said period, the photo shall be shredded.

In the event that I withdraw my consent, I am aware of the fact that the validity of the ISIC card will expire and the Card will become a Standard Student ID Card of a student of Tomas Bata University in Zlín. The fee is non-refundable.

Date ……………. Signature ……………………………….