

NİĞDE ÖMER HALİSDEMİR UNIVERCITY

PERSONAL DATA OWNER APPLICATION FORM

**Information**

Personal data owners defined as the relevant person in the Law on Protection of Personal Data (LPPD) numbered 6698 (hereinafter referred to as "Applicant") are given the right to make certain requests regarding the processing of their personal data in Article 11 of the LPPD. Pursuant to the first paragraph of Article 13 of the LPPD; Applications to the University, which is the data controller, regarding these rights must be submitted in writing or by other methods determined by the Personal Data Protection Board ("Board"). Within this framework, applications to be made to the University in "written" form, by printing this form;

• With the applicant's personal application,

• Through a notary public,

• It can be signed by the Applicant with the "secure electronic signature" defined in the Electronic Signature Law No. 5070 and sent to the registered e-mail address of the University.

Applications to be made in person or through a notary public can be made to Niğde Ömer Halisdemir University Rectorate to 51240 Niğde on the Central Campus Bor Yolu, and electronic applications to nohu@hs01.kep.tr.

Applications submitted to the University are answered within thirty days at the latest from the date of receipt at the University according to the nature of the request, in return for the transaction fee specified in Article 7 of the Communiqué on Application Procedures and Principles, in accordance with the clause 2 of Article 13 of LPPD. It is transmitted in written or electronic form in accordance with the provision of Article 13.



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**A. Applicant contact information:**

|  |  |
| --- | --- |
| Name & Surname: |  |
| T.R.I.N.: |  |
| Phone number: |  |
| E-mail: |  |
| Address: |  |

**B. Indicate your relationship with our university.**

|  |  |
| --- | --- |
| ☐ Student | ☐ Worker |
| ☐ Graduated | ☐ Former Worker (*years you worked)* |
| ☐ Student Candidate/Worker Candidate *(date)* | ☐ Third Party Company Employee (Company and position) |
|  | ☐ Other (*Explanation)*: |
| You are in contact with our university UNIT: ……………….………………………………………………………… Topic: …………………………………….…………………………………….……………...………  |

C. Please indicate your request under the PDP Law in detail:

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D. Please choose the method by which you will be notified of our response to your application:

☐ I want it to be sent to my address.

☐ I want it to be sent to my E-mail address. *(We will be able to respond to you faster when you choose the e-mail method.)*

☐ I want to receive it by hand. *(In case of obtaining by proxy, a notarized power of attorney or authorization document is required.)*

This application form has been prepared to determine the relationship between the University and the applicant, and to respond to the relevant application in full, if any, the personal data processed by the University, in an accurate and legal time. Unlawful and unfair manner to eliminate the legal risks that may arise from data-sharing and in particular in order to ensure the security of personal data, identity and powers of detection to university additional documents and information (birth certificate or driver's license copy, etc.). Reserves the right to demand. In the event that the information regarding the requests submitted within the scope of the form is not accurate and up-to-date or an unauthorized application is made, the University does not accept any liability for the requests originating from false information or unauthorized application.