



ISTITUTO DI STUDI ECONOMICI  
E PER L'OCCUPAZIONE

## CANCELLATION POLICIES/I.S.E.O. SUMMER SCHOOL 2023

All cancellation must be received in writing and sent via email to [summerschool@istiseo.org](mailto:summerschool@istiseo.org).

Participants wishing to withdraw their participation:

- **before May the 3rd 2023**, will receive a full refund, except for 100 Euros to cover administration and admissions expenses;
- **on/ after May the 3rd 2023**, will not receive any refund at all; however, the I.S.E.O. Institute may offer the chance to keep the fee valid for the next edition of the Summer School.

If a participant is forced to cancel

- because of **visa refusal**, the I.S.E.O. Institute will authorize a full refund of the fee (minus 100 Euros to cover administration and admissions expenses and minus all banking costs). An official statement provided by the embassy stating visa refusal will be required;

- because of **positivity to Covid-19**, a full refund (minus 100 Euro to cover administration and admissions expenses) will be guaranteed. A proof of the positivity (in English) will be requested.

All **refunds** will be processed by July the 31st 2023 and will be returned by bank transfer to the same bank account from which the payment came through.

In reference to the I.S.E.O. Summer School 2023, the I.S.E.O. Institute strictly applies all the rules and restrictions established by the **Italian Ministry of Health** to tackle the Covid-19 pandemic.

## PRIVACY POLICIES/I.S.E.O. SUMMER SCHOOL 2023

The information provided here applies to the use, sharing and disclosure of your **personal data** as part of the selection process, during, and after your stay at the I.S.E.O. Summer School.

In accordance with the EU General Data Protection Regulation (GDPR) in effect from May 25, 2018, we inform you that your personal information, including sensitive data, will be processed in an **ethical and transparent manner**, only for lawful purposes, safeguarding your privacy and your rights.

### ▪ **What information are we collecting?**

We will use all the personal data you provide on the application form and on the supporting documents requested. These data will include your name, date of birth, email and postal addresses, telephone numbers, passport number, diet preferences, personal picture etc.

### ▪ **Why are we collecting your data?**

1. to guarantee your application and participation to the I.S.E.O. Summer School, to assist you in case of visa request by providing an invitation letter, to book your accommodations and other related services, and to provide such services as requested;

2. to allow you to receive email, messages and telephone calls before, during and after your participation at the I.S.E.O. Summer School, only for course-related issues;

### ▪ **With whom will we share these data?**

Personal information collected may be shared with embassies and consulates, with the hotel where participants stay and - most rarely - with further service providers working for the Summer School. All of



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them are supervisory bodies or service providers for whom collecting personal information is indispensable to fully complete their tasks.

## PHOTO & VIDEO POLICIES/I.S.E.O. SUMMER SCHOOL 2023

By applying to the I.S.E.O. Summer School, I understand and agree that organizers have the right and permission to take **picture and record images** of me during the event, and also to publish them. Pictures and recorded images may be stored and used for promotional and marketing activities related to the I.S.E.O. Summer School and the I.S.E.O. Institute activities, for sharing on social media and for media distribution.

Iseo, 1st December 2022