

GENERAL TERMS AND CONDITIONS - ALUMNI PLATFORM

1. The ALUMNI platform offers career advice and guidance, participation in activities, training, and information services to individuals who are studying or have studied at the Institut Químic de Sarrià, CETS Fundació Privada (hereinafter IQS). Therefore, IQS students and alumni and other individuals directly affiliated with IQS (such as teaching staff) who meet the following requirements can access the platform:

a. Undergraduate Programme, Dual Undergraduate Programme, and Engineering Degree: have more than 80% of their approved credits from IQS for lifetime access to the Alumni website and to the job exchange.

*In the case of Undergraduate Programme, Dual Undergraduate Programme, and Engineering Degree students with a minimum of 75% of the approved credits from IQS, they will have access to the job exchange for a year and a half (18 months) as of their last enrolment. At the end of this period, they must have 80% of their approved credits to be able to access the job exchange.

b. Official Master's Degrees, Dual Master's Degrees, and Postgraduate Programmes: have 100% of their approved credits for lifetime access to the Alumni website.

*In the case of Master's Degree/Dual Master's Degree students in official programmes they will have access to the platform and the job exchange during the studies and for a year and a half (18 months) as of their last enrolment. At the end of this period, they must have 100% of their approved credits to be able to access both the Alumni website and the job exchange.

c. Executive Education Programmes with at least 18 credits leading to a degree awarded by the URL: have 100% of their approved credits for lifetime access to the Alumni website. Students of these programmes will have access to the Alumni website and to the job exchange during the studies.

d. Doctorate: 100% of their approved credits for lifetime access.

e. Professors (emeritus, retiree, full-time, and external professors responsible for a current subject at IQS): lifetime access.

2. IQS registers users on the ALUMNI platform and provides users with a user name and password to access the platform. These identifiers can be obtained directly from the platform.

3. A user's registration request means the user authorizes IQS to process their data for this purpose and the user authorizes IQS to store their data already contained in IQS systems on the platform. Once a user accesses the platform, additional information is requested and users can update or modify incorrect data.

4. The information provided by users must be accurate. Users' photos are used only to identify them to other users. IQS reserves the right to review and remove images, data, and information that are deemed inappropriate or that other users have reported after assessing the reasons given by the complainant. If a user believes that any of the contents on the ALUMNI platform are incorrect, they can communicate this by e-mail to aigsalumni@iqs.url.edu.

5. For certain services provided on the ALUMNI platform, the personal data of users must be communicated to partners or companies that offer services to IQS, such as computer services, which will only process the data in order to make the services on the platform operational. IQS requires these companies to respect personal data confidentiality. Regarding consulting

activities (coaching, mentoring, etc.), the data subject shall send their request through the platform and we will send the request to the external professional in charge of organizing the requested activity.

6. The Fundació Empreses IQS provides complementary services of a professional nature to people who are studying or have studied at IQS. In order to offer these services, the Fundació Empreses IQS may establish contact with users of the ALUMNI platform. The Fundació Empreses IQS manages scholarships for IQS students, for which reason it processes the data of scholarship awardees and beneficiaries. The Fundació Empreses IQS will access and process data as the data processor, on behalf of IQS.

7. Companies, institutions, organizations, or people interested in hiring personnel can publish their offers on the IQS Career Services platform. The offers will also be operational on the ALUMNI platform, from which users can register. When registering, users will be asked to provide an updated Curriculum Vitae. The only information about the user that will be provided to companies, entities, organizations, or people interested in hiring personnel will be the Curriculum Vitae provided by the user. The personal data stored on the platform will only be communicated with the prior and explicit consent of the user.

DATA PROTECTION

ALUMNI data will be processed by Institut Químic de Sarrià CETS Fundació Privada, as the Data Controller, for the purpose of providing services, for career advice and guidance, offering training services, organizing activities, and for information. Users can exercise their rights of access, rectification, erasure, opposition to the processing, and requesting the limitation of the processing by contacting the Institut Químic de Sarrià CETS Fundació Privada. Please find more detailed information on data protection at [\[link to specific ALUMNI data protection policy\]](#).