



Universidade do Minho
Serviço de Gestão Académica

FORM/REQUEST ENROLMENT IN SPECIFIC COURSE UNITS (NON-DEGREE STUDENTS) (Order RT-03/2020 of 03 January, Article 32)	Received on: ____/____/_____ By: _____
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Full name: _____
Address: _____ _____
Postal Code: ____ - ____ Phone number: _____
E-mail: _____ UMinho Student No. (if applicable): _____

Request for the enrolment in the following course unit(s) of the indicated degree(s), amounting to a total of _____ ECTS:

Course Unit	Degree
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Reason for the request:

Provided documents:	
▪ Academic certificate (optional)	<input type="checkbox"/>
▪ Curriculum Vitae (optional)	<input type="checkbox"/>
▪ Identification Document (required for validation of personal records)	<input type="checkbox"/>
If the identification document is the Portuguese <i>Citizen Card</i> :	
1. You agree with the provision of your Portuguese Citizen's Card photocopy, which is attached <input type="checkbox"/>	
2. You do not agree with the provision of your Citizen's Card photocopy but you commit to, however, display it if requested <input type="checkbox"/>	

v.s.f.f.

Information concerning Personal Data Protection by the UMinho due to the owner of the data (RGPD article 13)

Information on the collection of personal data for registration at the UMinho

Responsible for the treatment: University of Minho, Academic Management Service, geral@usga.uminho.pt.

Recipients: University of Minho (UMinho), Ministry of Science, Technology and Higher Education.

Purposes: Assessment of the request presented to UMinho.

Lawfulness: GDPR, Article 6 (b), "the processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject", being the contract this request presented to UMinho.

Data storage period: 60 years.

Rights of the holders: Right of access, right to rectification and the right to data portability. The right to erasure only applies after the period of data retention. The right to restriction of processing, in the situations referred to in article 18 of the GDPR.

Data categories collected: Data contained in this form and related attachments.

Data Protection Office Contacts

E-Mail: protecaodados@uminho.pt

URL: <https://www.uminho.pt/dataprotection>

I hereby acknowledge the conditions described in Article 32 of the Order RT-03/2020 of 03 January, which approves the Academic Regulation.

Date: ____/____/____ Signature: _____

Note: A notification will be sent via e-mail upon a decision on this request.