

**Consent to participate in a short-term visit to National Research University Higher School of Economics
(required for securing funding)**

I, _____ (passport number _____ issued by _____, place of residence _____), hereby agree to deliver ___ lecture(s) “ _____ ” / to hold ___ seminar(s) “ _____ ” in accordance with the following conditions:

- I shall receive remuneration in the amount of _____ RUB before taxes (13 % or 30% depending on tax status). The payment will be transferred to my account in euro / USD.
- Remuneration can be paid to me only if I have a work visa¹.
- HSE will provide me with a visa invitation to apply for a Russian visa. Securing a Russian visa is my own responsibility¹.
- HSE shall cover my return travel ticket* and hotel accommodation (a standard single room)

* in accordance with the following provisions:

- I shall indicate the dates of flight/trip and the place of departure;
- host department shall suggest possible options in line with the approved budget;
- travel dates may not be more than two days earlier or later from the start and end dates of the event;
- the city of arrival and departure (in Russia) must be the same as the location of hosting HSE campus.

☐ I hereby agree to and accept the terms and conditions of HSE's [Regulations on Personal Data Processing](#)².

☐ I hereby confirm that I rightly may present my personal data and give my consent to its processing. I consent to having HSE (registration no. 7714030726 / 770101001; registered address: 101000 Moscow, 20 Myasnitskaya) collect and process my personal data (full name, position and a place of employment, institution that awarded me a degree, professional activities, my image) and brief information about my lectures/seminars planned to be held at HSE for the period of 5 years for the purpose of arranging my visit to HSE, arranging promotional activities for my lectures/seminars planned to be held at HSE, analyzing the statistics of academic mobility to HSE by collecting, recording, systematizing, storing, updating (changing), extracting, using, transferring (distributing, granting, accessing), uploading to the Internet (including HSE website), depersonalizing, removing and destructing my personal data.

☐ I understand that in case I do not provide HSE with the information mentioned above, HSE will not be able to arrange my visit to the University, arrange promotional activities for my lectures/seminars planned to be held at HSE.

☐ I agree that my lectures/seminars will be recorded on video. I give my consent to HSE to reproduce in any way, translate, make changes and abbreviations, amend, add illustrations, foreword, afterword, comments or other explanations and captions, revise and post on the Internet the video of my lectures/seminars free of charge and without geographic limitations. I understand that the use of the video within one year from the date of my signature hereof shall mean conclusion between myself and the HSE of a license agreement under the terms and conditions stipulated herein. This Consent constitutes an offer in compliance with Article 435 of the Civil Code of the Russian Federation. The relationship arising from this Consent shall be governed by the laws of the Russian Federation.

☐ I agree to receive per email a link to the inquiry on my experience at HSE after my visit to the University.

☐ As a data subject I understand I have got the following rights:

1. to request access to my personal data collected by HSE (for example, in case I want to confirm whether my personal data are being processed and/or access the data HSE hold on me);
2. to request rectification of inaccurate personal data;

¹ Only for non-Russian citizens

² HSE will collect and process your personal data upon your consent and prior to entering into a contract. If you want to contact us with questions, complaints or requests concerning the processing of your personal data or if you want to withdraw your consent, please contact us via visitingsscholar@hse.ru and we will respond within a month.

3. to request erasure of personal data (when the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed; when I withdraw my consent and there is no other legal ground for the processing; when the personal data have been unlawfully processed; when the personal data have to be erased for compliance with a legal obligation);
4. to request restriction of processing (for example, if I have contested its accuracy and while this is being verified by HSE, or if I have objected to its processing and while we are considering whether it has legitimate grounds to continue to do so);
5. to data portability (so that I can move, copy or transfer this data easily to another data controller);
6. to withdraw my consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal;
7. to lodge a complaint with a supervisory authority (The Federal Service For Supervision Of Communications, Information Technology And Mass Media).

_____ (signature)

_____ (date)