



ERCIYES UNIVERSITY APPLICATION FORM on the PROTECTION OF PERSONAL DATA

Personal data owners (hereinafter referred to as the “Applicant”) described as the relevant person in the Law No. 6698 on the Protection of Personal Data (“LPPD”) have been entitled to make some requests regarding the processing of personal data in the Article 11 of the Law on PPD.

Pursuant to the 1st paragraph of the Article 13 of the Law on PPD, the applications that will be made for these rights to our University acting as the data controller must be submitted to us in writing or by other methods determined by the Personal Data Protection Board (“Board”).

In this context, “written” applications to our University will be submitted to us using the printout of this form by means of;

- application in person by the applicant himself/herself,
- notary,
- sending to the registered e-mail address of the University once signed by the applicant with “a secure electronic signature” defined in the Electronic Signature Law No. 5070.

The table below gives information regarding how the written applications will be submitted to our University.

Method of Application	Address to Apply for	Information to be Specified in the Application Submitted
Application in Person (The applicant needs to come in person and apply with the document certifying his/her identity)	Erciyes Üniversitesi, Yenidoğan Mahallesi Turhan Baytop Sokak No:1 38280 TALAS / KAYSERİ / TURKEY	“Information Request pursuant to the Law on the Protection of Personal Data” will be written on the envelope
Notification via Notary	Erciyes Üniversitesi, Yenidoğan Mahallesi Turhan Baytop Sokak No:1 38280 TALAS / KAYSERİ / TURKEY	“Information Request Pursuant to the Law on the Protection of Personal Data” will be written on the notification envelope
Application via Registered Electronic Mail (REM) signed with "secure electronic signature".	erciyesuni@hs01.kep.tr	“Information Request Pursuant to the Law on the Protection of Personal Data” will be written in the Subject Section of the E-mail.

In addition, after other methods that the Board will determine are specified, how the applications will be received through these methods will be announced by our university.

In accordance with the 2nd paragraph of the Article 13 of the Law on PPD, depending on the nature of your request, your applications submitted to us **will be replied within thirty days from the date your request is received by us**. Our replies will be sent to you in writing or electronically pursuant to the provisions specified in the Article 13 of the Law on PPD.



**ERCIYES UNIVERSITY
APPLICATION FORM on the PROTECTION OF
PERSONAL DATA**

A. Applicant's Contact Details:

Name:	
Surname:	
TR Identity No:	
Phone No.:	
E-mail: (If indicated, we will be able to reply to your request faster.)	
Address:	

B. Please indicate your relationship with our University (Student, graduate, relative of a student or graduate, business partner, prospective employee, former employee, third party company employee etc.)

<input type="checkbox"/> Student	<input type="checkbox"/> Business Partner
<input type="checkbox"/> Graduate	<input type="checkbox"/> Other
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Unit with which you are in contact within our University:	
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Subject:	
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C. Please state your details of request within the scope of the Law on PPD:

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