

APPLICATION FOR PROVISIONAL SUPPLEMENTARY CERTIFICATION

The Universidad de Alcalá issues certificates which incorporate an electronic sign and safe code of verification. The document is generated in a PDF format and it will be sended, only and exclusively, by email with the purpose of the applicant can save it at his/her own personal folders. The PDF will always have the condition of original document so the necessity of applying for a certified copy disappears.

PERSONAL DATA

DNI/Passport/NIE	Surnames	Name
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DATA FROM THE STUDY

Master's Degree	Code
Continuing Profesional Education	Code
Postgraduate Courses	Code

NOTIFICATIONS

E-mail:
The email address indicated must be the same included at the applicant file. If not, attach at the application form a copy for both sides of the DNI/Passport/NIE.

Date and sign	
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***INFORMATION FOR PERSONAL DATA PROTECTION**

“The personal data collected will be processed by the UAH with the aim of managing the academic records of their students and give them access to the derived university services, as well as for statistical purposes. The legal basis for the processing of your personal data lies on the execution of their pre-registration and/or registration and on the legal obligation of the University in educational matters. These data will not be disclosed or transferred to third parties except when legally authorized and will be held only for as long as it is necessary for the implementation of the tasks described and for the compliance of legal obligations. The entity responsible for the data processing is the General Secretary of the University of Alcalá, before whom you can exercise your rights by sending a letter addressed to the Data Protection Officer (Colegio de San Ildefonso, Plaza de San Diego, s/n. 28801 Alcalá de Henares. Madrid) or sending an email (protecciondedatos@uah.es), attaching a copy of the DNI or equivalent. In case of conflict, you will be able to ask for redress before the Spanish Agency for Data Protection. For more detailed information you can consult the University's Privacy Policy”