

## TERMS OF USE

The HOU offers services electronically, via its Website (e.g. E-mail, digital education area etc.), under the following terms of use, which users should read carefully and use only if they fully accept them. Specific terms, updates or/and consents may be required in specific pages/ services of the Institution.

### A. PERSONAL DATA POLICY

#### PERSONAL DATA

- The HOU collects and processes the Personal Data contained in its Website and the electronic files it keeps, with the consent of individuals, exclusively for the educational, research, statistical and administrative purposes of the Institution and for the period necessary strictly for these purposes, in accordance with the law in force and Regulation 2016/679 and does not make any further use thereof without the express consent of the individuals concerned.
- The HOU states that it has taken appropriate technical and organisational measures to ensure that, by definition, only the data necessary for its educational, research, statistical and administrative purposes, as well as the data required by the applicable legislation to be maintained for economic and tax purposes shall be processed. Furthermore, it states that it provides an appropriate level of security for the Personal Data it collects and processes, having established a strategy to address potential risks.
- Students and all visitors/users of the Web site may contact the competent department of the HOU, as appropriate, in order to be informed about the existence of their personal files, correct inaccuracies or complete incomplete data, limit them, remove information related to them, delete or transfer it under certain conditions. Minors can access the services of the HOU Web site only with the consent of their parents or guardians and are under no obligation to submit their personal data. In case such data are submitted by minors, the relevant information is deleted from the Web site immediately upon receipt of the relevant update.
- Students and all visitors/users of the Web site have the obligation of full confidentiality and absolute secrecy with regard to the Personal Data of other students, of Teaching Staff and HOU associates that may be disclosed to them and may not use said data in any way, nor collect, process or transfer them to any third (natural or legal) person, for any reason whatsoever. This obligation shall remain in force forever, that is, after the end of the educational process and his/her graduation from the HOU.

## **IDENTIFICATION OF VISITORS**

- “Cookies” are small files containing information that a website (in specific, the web server) stores on a user's computer, allowing the website to recover this information and provide users with relevant services each time they log in to this.
- For each on-line service of the Website provided by the HOU, the web page of the service provided indicates information on the management-use of cookies; please read this information and do not use it if you do not agree.

## **B. INTELLECTUAL PROPERTY TERMS**

- All of the contents of the HOU Web site, including, but not limited to, texts, news, graphics, photographs, drawings, illustrations, videos, audiovisual material, databases, software, services and, in general, all kinds of files are intellectual property (intellectual property rights, related rights, protection of trademarks, know-how, etc.) of the HOU and governed by national and international Intellectual Property laws, except for the explicitly acknowledged and referenced copyrights of third parties, affiliates, and agencies. Consequently, any kind of use, such as reproduction, republication, copying, storage, sale, transmission, distribution, release, execution, downloading, uploading, translation, modification in any way, in part or in summary form, without the express prior written consent of the HOU is explicitly prohibited.

## **C. GENERAL TERMS**

### **LIMITATION OF LIABILITY - DISCLAIMER**

- The HOU provides the content and services available through its Web site “as is” and has no liability for any claims of a civil or criminal nature, nor for any damage (direct, special or consequential) of the student/ user. The Web site may include links to third party web pages, exclusively for information purposes, without adopting or accepting the views, acts or contents they express, publish or upload. By activating said links, students/users leave the Web site of HOU and are subject to the terms of use of third parties, who are exclusively liable for the content of their web pages or for any damage that may arise from their use.
- The Web site provides services to students/ users via their registration with a password. Throughout the use of these services, students/ users remain exclusively and personally liable for all operations carried out under their password and are exclusively responsible for the careful and lawful use of their account. The HOU has no liability whatsoever for any damage or loss to third parties arising from the operations of students/ users via its Web site.

- The HOU makes every effort for the smooth operation of its network but does not guarantee the correctness, completeness or availability of the contents, web pages, services, options or results of the use thereof, nor the operation of its servers without interruptions, other type of errors or free from viruses, malware or similar elements. Therefore, the HOU is not responsible, under any circumstances, for any form of loss incurred by the student/ user of the web pages, services, options and contents of its Web Site.
- Students/ users are exclusively liable for any damage caused to the Web site of HOU, resulting from their misuse or improper use of the relevant services.
- E-mails sent from an HOU account (e.g. x@eap.gr), including any attachments thereto, are confidential and are intended solely for the use of the individuals to whom they are addressed. If, however, any such e-mail is received by a non-intended, the latter should return it to sender without making any use, as the storage, reading, transmission, indication, disclosure, announcement or any other type of use of any information contained in the message is unlawful.
- Although the HOU has taken all necessary precautions to ensure that the emails sent and any attached files have been tested for viruses or other malware, it is the recipient's responsibility to check for the absence of viruses and malware before opening any attachments.

### **JURISDICTION, EFFECT AND AMENDMENTS**

- The terms and conditions of use of the electronic services of the HOU Web site, as well as any amendment or change thereof, are governed and supplemented by the Greek law, European Union law and the relevant international treaties. Any provision of the above terms that becomes contrary to the Law shall cease to have effect, without affecting the validity of the other terms. The courts of jurisdiction for the resolution of any dispute arising herefrom shall be the Courts of Patras.
- The HOU unilaterally reserves the right to amend, supplement, change the content or services of the Web site and the terms of use thereof, whenever it deems it necessary. For this reason, students / users are encouraged to regularly visit this page.