



Notice of interest for paid assignments as a support person

To get paid for assignments as a support person, you must first hand fill in this form before you can take on assignments. This also applies if you have been a support person before. You can either submit the form by post or by email to the address stated in the document header, or hand in the form to Infocenter in the Universum Building.

Type of assignment

- Assistance with taking notes
- Supporting another student

Personal data

Name	
Address	
Phone	
Email	
Personal identity number	
Name of the student you are supporting	

A paid assignment means that you receive payment for the hours you work in the form of an employment with hourly compensation. You are not guaranteed assignments up to any specified number of hours. Hourly employment can be terminated at any time without notice. If you are already employed at Umeå University, you cannot take on the role as a support person.

To receive paid assignments, you must ensure that you have read and understood the relevant information by checking the boxes below and signing the form.

- I have read the information “How to get paid” on the page www.umu.se/en/student/we-can-assist-you/disabilities/for-support-persons/
- I consent to Umeå University processing my above entered personal data. Information about the processing of personal data is available on the next page.

Date and signature



Important information – read before you sign the previous page

When you submit a signed notice of interest for paid assignments, your personal data will be processed by Umeå University for the purposes listed below. Umeå University is the party responsible for the processing of your personal data. If you have any questions or opinions concerning the processing, you can turn to the person responsible for personal data at Umeå University: Umeå University, SE-901 87 Umeå. Phone: +46 90-786 50 00, org. no.: 202100-2874. The processing of your personal data takes place in accordance with the Personal Data Act (1998:204).

Information about what assignment your notice of interest applies to, your name, address, phone number, email address and personal identity number will be processed by Umeå University for you to receive payment for the assignment. Your data will be processed by the coordinator for students with functional disabilities and a salary administrator at Umeå University as well as an internal and an external auditor in the annual audit. The information will be stored electronically and as a paper copy. Umeå University is an administrative authority committed to preserving the principles of public access to official documents. If anyone requests a copy of an official document, the personal data used the document can become subjected to a confidentiality assessment. Data covered by confidentiality may not be handed out.

Your personal data will be processed by Umeå University if the purpose of the processing motivates it; but for no longer than ten years after completed assignment.

On your request, Umeå University is, according to section 28 of the Personal Data Act, obliged to make expedient corrections, block, or delete personal data that has not been processed in accordance with the Personal Data Act. Once per calendar year, you can apply to see what personal data about you that Umeå University is processing, according to section 26 of the Personal Data Act. The information is free of charge, but the application must be made in writing and be signed by you.