

# **GUIDELINES FOR THE ACTIVATION AND MANAGEMENT OF AN ALIAS CAREER FOR STUDENTS OF HUMANITAS UNIVERSITY**

## **TABLE OF CONTENTS**

Art. 1 Introduction

Art. 2 Purpose and targets of these guidelines

Art. 3 Tutor appointed for activation of an alias career

Art. 4 Activation of the alias career

Art. 5 Suspension or cancellation of an alias career

Art. 6. Using the alias

Art. 7 Confidentiality commitment and person8erson8emmitment and



## **Art. 1**

### **Introduction**

Pursuant to the recommendations of the working group on alias careers set up at the National Conference of Equality Bodies of Italian Universities, also approved by the Committee on Gender issues of the CRUI [Conference of Italian University Rectors] and sent on March 11<sup>th</sup>, 2021, to the Equality Bodies of Italian Universities and on April 26<sup>th</sup>, 2021, to the Rectors of Italian Universities, Considering that the University intends to favor attainment of the full and free expression of individuals' personality also in respect of gender orientation, as an essential constituent of an individual's right to self-determination,

these guidelines were adopted by the Executive Committee of 11<sup>th</sup> March 2022, in order to allow the activation and management of alias careers within the specified timeframe.

## **Art. 2**

### **Purpose and targets of these guidelines**

These guidelines aim at allowing any student to use a name other than their birth name in the course of their university studies. The University intends to guarantee for its students a full implementation of the principle of gender self-determination, which is considered an inalienable right and a fundamental condition for a balanced emotional and psychophysical development.

To this end, these guidelines govern the administrative procedure necessary for beginning and/or continuing academic careers under an alias.

These guidelines are applicable to all undergraduates, PhD students, and residents.

## **Art. 3**

### **Tutor appointed for activation of an alias career**

If a student applies to activate an alias career, the following procedure should be followed:

A member of the teaching staff should be appointed as a tutor in the figure of the University Representative for Gender Inclusion and Equality;

A member of the technical-administrative staff should be appointed as a tutor in the figure of the person responsible for the quality of the academic program.



#### **Art. 4**

#### **Activation of the alias career**

Students wishing to activate an alias career should submit an application to [alias@hunimed.eu](mailto:alias@hunimed.eu)





## **Art. 7**

### **Confidentiality commitment and personal data processing**

The technical-



**Annex 1**

**CONFIDENTIALITY AGREEMENT AND ACTIVATION OF THE ALIAS CAREER**

Pursuant to Rectoral Decree n° \_\_\_\_\_ establishing the

“Guidelines for the activation and management of alias careers”, in order to protect the psycho-physical wellbeing of the applicant and to ensure an inclusive study and work environment;

Given the application submitted by \_\_\_\_\_ born in \_\_\_\_\_

on \_\_\_\_\_, for the activation of an alias career, through attribution of a provisional identity having validity only within the University, in order to enable him/her to exercise his/her own gender self-determination;

this confidentiality agreement is hereby signed

**BETWEEN**

Humanitas University, represented by its Rector Magnificus, Prof. \_\_\_\_\_, born in \_\_\_\_\_ on \_\_\_\_\_ and domiciled for the office in \_\_\_\_\_

**AND**

\_\_\_\_\_ born in \_\_\_\_\_, on \_\_\_\_\_, domiciled in \_\_\_\_\_

University Student number \_\_\_\_\_



This agreement establishes that:

- the University undertakes to activate for the applicant an alias career by assigning a provisional, transitional and non-consolidated identity, and to issue the applicant with new ID documents (university card) and e-mail accounts indicating the name chosen by the applicant and the university student number assigned;

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- should there be reasonable grounds for believing that the applicant is in breach of the “Guidelines for the activation and management of alias careers” and this Confidentiality Agreement, after a preliminary investigation, the alias career may be suspended as a precautionary measure by the Rector;. If the actual violation is ascertained, the Rector shall deactivate the alias career by means of an order, without prejudice to the imposition of any disciplinary and/or ethical sanctions;

Humanitas University shall process the data provided in this Agreement in accordance with the provisions of the law in force, and the University staff involved in the procedure relating to the alias career shall keep any information acquired secret;

This Confidentiality Agreement shall be effective from the date of its signature until the completion of the academic program, without prejudice to the cases of violation mentioned above and any judgment changing the student’s identity. This Confidentiality Agreement shall cease to apply immediately upon any failure to fulfil the conditions upon which it is