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 **RIMER** [**CLARIFICATION TEXT**](https://tureng.com/tr/turkce-ingilizce/clarification%20text)

Regarding individuals who apply to the Rectorate Communication Center via RIMER and provide their name, surname, Turkish ID number, email address, phone number, address data, etc., in accordance with the provisions of Article 5, paragraph 2 of Law No. 6698, which contains the requirements of "the necessity of data processing for the establishment, use or protection of a right" and "the necessity of data processing for the legitimate interests of the data controller without harming the fundamental rights and freedoms of the data subject,"

The personal data shared by the individuals with our University is processed automatically by HITTITE UNIVERSITY as the data controller, limited to the purposes of evaluating and concluding complaints, requests, suggestions, and opinions, ensuring that the necessary communication is re-established and the solution process is carried out healthily, and using them as evidence in any disputes that may arise.

In this context, personal data shared by the relevant individuals with our University will be shared with the relevant judicial authorities only upon request in the event of legal disputes, limited to the necessary information.

You can submit your requests under the title "Rights of the Data Subject," as stated in Article 11 of Law No. 6698 on the Protection of Personal Data, to the address "Hitit University Rectorate, Uctular Mah. Kuzey Campus, Cevre Yolu Bulvari 19030 - ÇORUM" in writing or by delivering a signed copy of the Application Form, with an identifying document, to our University's General Correspondence Unit in person, or by signing it with an electronic or mobile signature that has a "secure electronic signature" certificate defined in Law No. 5070 and using the "Registered Electronic Mail (KEP)" address of our University, which is hitituniversitesi@hs01.kep.tr. The requests submitted to our University will be answered immediately and at the latest within 30 days. If the transaction requires a fee, it will be answered in writing or electronically, against the processing fee determined in Article 7 of the "Regulation on the Procedures and Principles for Application to the Data Controller."