



Università di Scienze  
Gastronomiche di Pollenzo  
University of Gastronomic Sciences of Pollenzo

## **REGULATION FOR THE ACTIVATION OF ALIAS CAREER**

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*(Approved by the Executive Committee on 19/03/2026)*



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## **Article 1 - Purpose**

**1.1** The purpose of this Regulation is to ensure the psychological and physical well-being of individuals who study or work at the University, who are part of the university community in any capacity, as well as to promote an inclusive study and working environment inspired by the fundamental value of equal dignity of all persons, by eliminating situations of discomfort for those who intend to modify their name and the expression of their gender identity in the process of gender self-determination.

The University ensures that the activation of an alias career does not result in any form of discrimination or prejudice against the Applicant and undertakes to promote an inclusive environment that respects gender identity.

## **Article 2 - Beneficiaries**

**2.1** The activation of an alias career may be requested by members of the university community, including students, academic staff, technical and administrative staff, management, adjunct lecturers, collaborators, external members of collegiate bodies, and any individuals who, in any capacity, including occasionally or temporarily, operate within the University's structures.

**2.2** The University extends the recognition of an alias gender identity to its guests participating in seminars, conferences, lecture series, or other events. Guests may request the use of their chosen alias name, rather than their legal name, on posters, identification badges, and any informational materials associated with the initiative.

## **Article 3 - Procedure for the activation of an alias career**

**3.1** The activation of an alias career takes place through submission to the Ethics Committee of an application drafted according to the attached template (Annex 1), together with a valid identification document.

**3.2** The Head of Anti-Discrimination, Disability, and Social Inclusion Policies serves as a tutor for the alias career, assisting the Applicant throughout both the application process and the ongoing management of the alias career.

**3.3** The Ethics Committee, having assessed the application, may authorize the activation of the alias career, notify the Applicant, and mandate the General Directorate to initiate the activation process with the competent administrative offices (Student Registrar Office / Human Resources / General Services).

**3.4** The initiation of the alias career shall be contingent upon the signing of a confidentiality agreement, prepared in accordance with the enclosed standard template, and duly signed by both the Ethics Committee and the Applicant.



#### **Article 4 – Alias career**

**4.1** The Applicant is assigned a provisional, temporary, and non-transferable identity for the purpose of issuing new identification documents (virtual badges), a new email account, and identification nameplates where necessary.

**4.2** The alias career is inseparably associated with the legally recognized identity, may be activated only once for each Applicant, and remains in force for its entire duration, except in the case of a request by the Applicant or a violation of this Regulation.

**4.3** The provisional identification document associated with the alias career must be used exclusively within the University.

**4.4** The alias career is deactivated:

- upon the final judgment of a court decision which, pursuant to Law No. 164 of 14 April 1982, orders the rectification of the sex assigned at birth. In such case, the Applicant's official records are updated according to the decision of the court;
- where the Applicant obtains a degree or terminates their employment or collaboration relationship without such a decision having been issued as described in the aforementioned point;
- upon request of the Applicant;
- in the event of a violation of this Regulation pursuant to Article 7.

#### **Article 5 – Issuance of certifications**

**5.1** Certificates or attestations intended for external use issued by the University shall refer exclusively to the legally recognized identity.

**5.2** The Applicant may issue self-declarations (in lieu of certificates or affidavits) relating to personal status, facts, and qualifications concerning their academic, study, employment, or collaboration career, for external use exclusively with reference to their legally recognized identity.

#### **Article 6 - Obligations of the Applicant**

**6.1** The Applicant commits to notifying the Head of Anti-Discrimination, Disability, and Social Inclusion Policies prior to undertaking any actions within the University that may carry external significance. Furthermore, the Applicant agrees to coordinate in advance the methods and procedures concerning the use of their selected identity.

**6.2** The Applicant undertakes to inform the University of any changes that may affect the content and validity of the confidentiality agreement.

#### **Article 7 - Violation of the Regulation**

**7.1** In the event of a confirmed violation of this Regulation and of the confidentiality agreement, the alias career shall be deactivated by decision of the Ethics Committee.



## **Article 8 –Confidentiality agreement**

**8.1** The confidentiality agreement shall be effective on the date it is signed and ends promptly once the circumstances requiring it no longer apply.

**8.2** Where the Applicant is a student and obtains a degree without the court decision referred to in Article 4.4 (first indent), academic records and certifications shall refer to the Applicant’s legally registered personal data.

**8.3** Documentations concerning the career of University employees and other persons referred to in Article 2.1 shall be issued using the alias identity only for internal purposes, whereas documentation intended for external use shall refer exclusively to the legally recognized identity.

## **Article 9 – Data processing and confidentiality obligations**

**9.1** Personal data processed within the procedure for the activation and management of the alias career shall be processed by the University of Gastronomic Sciences of Pollenzo in compliance with Regulation (EU) 2016/679 (GDPR), Legislative Decree No. 196/2003, and subsequent amendments.

**9.2** Processing is carried out exclusively for institutional purposes related to the management of the alias career and the protection of the Applicant’s gender identity.

**9.3** Processing of special categories of personal data pursuant to Article 9 GDPR is carried out strictly within the limits necessary for managing the procedure.

**9.4** Authorized personnel involved in processing are bound by confidentiality obligations and must ensure the protection of personal data.

## **Article 10 - Effective date and publication**

**10.1** The Executive Committee has approved this Regulation by resolution, and it becomes effective immediately upon adoption.