Data Protection Notice for Doctoral Grant Awards and Gender Research Doctoral Grants

This data protection notice provides information on the processing of personal data within the scope of doctoral studies scholarships at Paderborn University.

By issuing this data protection notice, Paderborn University is complying with its duty to provide information pursuant to Article 13 of the EU General Data Protection Regulation (EU GDPR). With regard to the terms used in the following, e.g. “personal data”, “processing”, “controller”, etc., please refer to the definitions in Article 4 of the EU GDPR.

(1) Information about the personal data we collect and process

As part of the application and selection process for doctoral studies scholarships at Paderborn University, personal data will be collected from you for the following purposes:

I. For application, selection and administrative purposes
   – Name
   – Contact information
   – Date of birth
   – Nationality
   – Faculty
   – CV
   – Doctoral project information
   – Positive endorsement from the applicant’s supervisor
   – Proof of current income
   – University degree certificates
   – Doctoral project reports

II. Additional data for scholarship administration
   – Bank account information
   – Tax data
   – Marital status

III. For statistical surveys
   – Anonymised data from the above

IV. For processing enquiries and providing consultation
   – Email address and/or telephone number, and, if required, name
   – Data needed to process the enquiry
(2) Legal bases

The collection of personal data within the scope of providing advice and assistance as well as the application for a scholarship is based on the consent of the data subject, pursuant to Article 6 (1a) of the EU GDPR.

The legal basis for processing personal data for the purpose of scholarship administration as well as the statistical evaluation arises from Article 6 (1a) of the EU GDPR. Scholarships are awarded and administered within the scope of the University’s remit.

The legal basis for sending tax disclosures arises from Article 6 (1a) of the EU GDPR in conjunction with the German Transaction Reporting Regulations (Mitteilungsverordnung/MV).

(3) Data transmission

One exception is the publication of the doctoral candidates if they have provided their consent for this purpose.

Paderborn University is legally required to transmit data in certain cases to the competent tax authority. This will be carried out in accordance with the German Transaction Reporting Regulations (MV), a tax disclosure on payments made in connection with the scholarship.

In individual cases, data may also be transferred to third parties in compliance with a legal requirement, for example to law enforcement authorities for the purpose of investigating criminal offences within the extent of the provisions of the German Code of Criminal Procedure (Strafprozessordnung/StPO).

If technical service providers have access to personal data, the access is regulated on the basis of a contract in accordance with Article 28 GDPR.

(4) Duration of processing / deletion of data

The data of applicants whose application is not approved will be deleted or – if the data is in the form of paper documents – destroyed three months after the selection process has been completed.

Data of applicants whose application is approved will be deleted or destroyed one year after completion of the doctoral degree or one year after exmatriculation.

Data of applicants pertaining to scholarship payments will be deleted or destroyed 10 years after the end of the funding period.

(5) Contact information

The responsible entity for the scholarship allocation procedure is Paderborn University, a legal corporation under public law funded by the German state of North Rhine-Westphalia. Paderborn University is represented by the President.
Contact data of responsible entity
Paderborn University
Warburger Strasse 100
33098 Paderborn, Germany
Tel.: +49 (0)5251 60-0
www.uni-paderborn.de

Contact data of Data Protection Officer
The Data Protection Officer of Paderborn University can be reached by postal mail at the address of the responsible entity listed above or as follows:

Email: datenschutz@uni-paderborn.de
Tel.: +49 (0)5251 60-4444
http://www.uni-paderborn.de/datenschutz

(6) Your rights as a data subject
As a data subject, you may assert the rights granted to you by the EU GDPR at any time:

- the right to know if and which of your personal data is being processed (Article 15 GDPR);
- the right to have any inaccurate personal data rectified or incomplete data completed (Article 16 GDPR);
- the right to have your personal data deleted (erased) in accordance with the provisions in Article 17 GDPR;
- the right to restrict the data processing in accordance with the provisions in Article 18 GDPR;
- the right to object to having your personal data processed in the future in accordance with the provisions in Article 21 GDPR.

In addition to the aforementioned rights, you also have the right to lodge a complaint with a data protection supervisory authority (Article 77 GDPR), for example the state commissioner responsible for overseeing the University:

Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen (State Commissioner for Data Protection and Freedom of Information in North Rhine-Westphalia)
Kavalleriestraße 2-4
40213 Düsseldorf, Germany
Tel.: +49 (0)211 38424-0
Email: poststelle@ldi.nrw.de
(7) Validity of this Data Protection Notice

This data protection notice is currently valid and applicable; this version is dated 09-01-2020.

We reserve the right to update this data protection notice to ensure that it is always compliant with current legal, official and regulatory requirements. The further modification of our websites may also necessitate changes to this data protection notice. You can access and print out the current data protection notice at any time on our website at http://www.uni-paderborn.de/forschung/fk/.
To  
Paderborn University  
Division 2.2  
Ms Katharina Patz  
Warburger Straße 100  
33098 Paderborn, Germany

Declaration of Consent - Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University

Surname, first name:  
Date of birth:  
Department / Faculty:  

By signing below,

☐ I hereby confirm the accuracy and completeness of the information provided in my scholarship application and the authenticity of all supporting documents sent in both digital and paper form. I am aware that if any information is incorrect or inaccurate, funding can be revoked and any funds already received must be repaid.

☐ I hereby consent (pursuant to Section 6 (1a) of the GDPR) to having my transmitted personal data stored and processed. I have received and acknowledged the Data Protection Notice provided to me with regard to the awarding of Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University.

☐ I hereby confirm that I have read and accept the Guidelines for Awarding Doctoral Scholarships (in the version dated 12-11-2019) or Gender Research Doctoral Scholarships (in the version dated 12-11-2019) at Paderborn University.

☐ In the case of being awarded a scholarship, I hereby consent (pursuant to Section 6 (1a) of the GDPR) to my name, details about my dissertation and, if required, photos connected to the certificate award ceremony being published by the University.

I have the right to revoke my consent to having my data processed at any time, with effect for the future. The lawfulness of the processing of data until the time consent is revoked remains unaffected by this. My data will then be deleted immediately and the submitted documents will be destroyed in compliance with data privacy and protection regulations. The data to be legally stored and retained within the scope of the University’s duty to produce documentary proof shall not be affected by the deletion. In the event that I revoke my consent, the scholarship applied for may not be awarded or may no longer be awarded.

City, Date  __________________________  __________________________  
Signature of Applicant
Notes on Declaration of Consent - Paderborn University Doctoral Scholarships and Gender Research Doctoral Scholarships

Without confirmation of the accuracy and completeness of the information provided as well as a declaration of consent to the storage and processing of data, it is not possible to be considered in the award process for doctoral scholarships and gender research doctoral scholarships. There are no further consequences.

The consent to my data being published is voluntary. Lack of consent or a subsequent revocation of the consent to data being published does not result in any disadvantages regarding the award of doctoral scholarships and gender research doctoral scholarships. However, in the case of a prize being awarded to selected scholarship recipients, it will not be possible to participate in the public prize award ceremony.

Please be aware that if personal data is published online, it is possible for any person worldwide to access this personal data - for example with the help of search engines (e.g. Google). It is thereby possible for personal profiles to be created (profiling) through the linking of this information with other data regarding your person that is accessible online. The data can also be used for other purposes. Search engine archiving functions (for example www.archive.org) allow such data to be accessed even when the information has already been removed or edited on the University website.