

Information on the processing of your personal data within the scope of the award of doctoral scholarships and gender research doctoral scholarships pursuant to Article 13 of the General Data Protection Regulation (GDPR)

This data protection notice describes how your personal data is processed within the scope of the award of doctoral scholarships by 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 (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 GDPR.

1. Names and contact details

The entity responsible for processing your personal data (the “Controller”) within the scope of the award of doctoral scholarships and gender research doctoral scholarships (“Doctoral scholarships”) 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.

1.1 Contact details of the Controller

Paderborn University
Warburger Str. 100
33098 Paderborn, Germany
Tel.: +49 5251 60-0
Website: <https://www.uni-paderborn.de>

1.2 Contact details of the Data Protection Officer

The Data Protection Officer of Paderborn University can be contacted at the Controller’s postal address specified above or using the following contact details:

Email: datenschutz@uni-paderborn.de
Tel.: +49 5251 60-4444
Website: <https://www.uni-paderborn.de/datenschutz/>

2. Data categories, purposes and legal bases with regard to the processing of your personal data

Within the scope of the award of doctoral scholarships and gender research doctoral scholarships, Paderborn University will process the following personal data on you for the following purposes and on the following legal bases:

I. Application, selection and administration

- Name (first name and surname)
- Contact details
- Date of birth
- Nationality
- Faculty
- Curriculum vitae
- Information about the doctoral project
- Positive endorsement from supervisor
- Proof of current income
- University degree certificates
- Doctoral project reports

II. Additional data for scholarship administration

- Bank details
- Tax data (tax ID no. and name of competent tax office)
- Marital status (age and number of children, where applicable)
- Where applicable, data on children (birth certificate, parental allowance notice)

III. Additional data for enquiries and advice

- Name (first name and surname)
- Email address
- Tel. no.
- Personal data on you that may result from enquiries and advice

IV. Taking and publication of photographs and publication of data

- Taking and publication of photographs and, where applicable, publication of first name and surname, as well as other personal data (title of the doctoral project, faculty and funding period) on the Paderborn University website and in Paderborn University press releases

V. Statistical analysis

- Anonymised data from I.

The purpose of processing your personal data is to conduct the doctoral scholarship selection process and, if selected, to award you a doctoral scholarship (including administration); doctoral scholarships are awarded for research purposes and to support and promote early-career researchers and junior academics.

The legal basis for the processing of your personal data within the scope of the scholarship application procedure, the provision of advice and in the event of the publication of your data (name and/or photograph etc.) is your consent in accordance with Article 6, Para. 1 (1) a) of the GDPR; where applicable, Article 9, Para. 2 a) of the GDPR, where sensitive data (e.g. health-related data in your curriculum vitae) is the subject of the above-mentioned data processing.

The processing of your personal data within the scope of scholarship administration and for statistical analyses, for example, is necessary for the performance of tasks by Paderborn University in the public interest. The legal basis is Article 6, Para. 1 (1) e), Para. 3 b) of the GDPR in conjunction with § 3, Para. 1 of the North Rhine-Westphalia Data Protection Act (DSG NRW) in conjunction with § 3, Para. 1 of the North Rhine-Westphalia Higher Education Act (HG NRW) in conjunction with the university's Framework Guidelines on the Award of Doctoral Scholarships; where applicable, Article 9, Para. 2 a) of the GDPR, where sensitive data is (has) to be taken into account.

With regard to scholarship payments, Paderborn University is also legally obliged to transmit personal data provided by you to the competent tax authority as part of a tax disclosure report. The legal basis for this is Article 6, Para. 1 (1) c), Para. 3 b) of the GDPR in conjunction with § 2, Para. 1 of the German Transaction Reporting Regulations (MV).

3. Transfer of your personal data

Your personal data, which will be processed by Paderborn University within the scope of the award of doctoral scholarships, will in principle not be transferred to any third parties without your consent and subject to the transmission of data described below.

In addition to the transmission of personal data to the competent tax authority as part of a tax disclosure report on doctoral scholarship payments, as already described under Section 2, in individual cases, data may also be transferred in compliance with a legal requirement, for example to law enforcement authorities for the purpose of investigating criminal offenses, in accordance with the provisions of the German Code of Criminal Procedure (StPO). Where (technical) service providers have access to personal data, this access will be regulated on the basis of an arrangement pursuant to Article 28 of the GDPR. For data that is processed jointly with other data controllers, this joint processing will, where required, be regulated on the basis of an arrangement pursuant to Article 26 of the GDPR.

In principle, no personal data will be transferred to countries outside the European Economic Area (EEA) and associated countries (no “third country transfer”). Where this should become necessary, Paderborn University will inform you of this separately.

Important note if your personal data is made available online:

Please be aware that if your personal data is published online, it will be possible for any person worldwide to access this personal data – for example with the help of search engines (e.g. Google). It will thereby be possible for personality profiles to be created (profiling), by linking this data with other data about you that is available online. Your data may also be used in this way by third parties for other purposes beyond the control of Paderborn University. Search engine archiving functions (e.g. www.archive.org) allow such data to be accessed even when the information has already been removed from or edited on the Paderborn University website. With the publication of your personal data online, data may also be transferred to countries outside the EU and may be stored and used there for unknown purposes. It may be the case that the relevant data protection laws or regulations, or the application of these, have a lower level of protection in the recipient country than in the EU and that you will not be able to assert your rights there..

4. Duration of storage of your personal data

If and to the extent that the processing of your personal data is based on your consent, your data will be stored only until you withdraw your consent, unless there is another legal basis for processing (Article 17, Para. 1 b) of the GDPR).

The personal data of applicants for doctoral scholarships whose application is not approved will be erased/destroyed in accordance with data protection law at the latest six months after the selection process has been completed.

The personal data of applicants for doctoral scholarships whose application is approved will be erased/destroyed in accordance with data protection law one year after completion of the doctoral degree or one year after leaving the university.

Where the funding period end date and doctoral degree completion date do not coincide, personal data on scholarship holders will be stored within the scope of reporting obligations and reviewed by the Committee for advisory purposes. This reporting obligation period is 3 years.

Basic data concerning the doctoral scholarship applicant, doctoral scholarship holder, faculty, doctoral project and details on the selection decision, as well as the regular reports required of the doctoral scholarship holder will be stored in Paderborn University’s records pertaining to scholarship awards for 10 years and then erased. Where appropriate, documents will be transferred to the University Archives and generally stored there indefinitely.

The personal data of doctoral scholarship holders pertaining to scholarship payments will be deleted/erased in accordance with data protection law 10 years after the end of the funding period.

5. Your rights as a data subject

As a data subject, you may assert the rights granted to you by the GDPR at any time; these are:

- The right to know if and what personal data concerning you is being processed, in accordance with Article 15 of the GDPR, § 12 of the DSG NRW
- The right to have any inaccurate personal data concerning you rectified or incomplete personal data completed, in accordance with Article 16 of the GDPR
- The right to have your personal data erased, in accordance with Article 17 of the GDPR, § 10 of the DSG NRW
- The right to restrict the processing of your data, in accordance with Article 18 of the GDPR
- The right to receive the personal data concerning you, in accordance with Article 20 of the GDPR

6. Right to withdraw your consent and to object to the processing of your personal data

You have the right to withdraw your consent, in whole or in part, at any time, without giving a reason. The withdrawal of your consent shall not affect the lawfulness of processing based on your consent before its withdrawal (Article 7, Para. 3 of the GDPR). Consequently, Paderborn University will no longer be permitted to process your data on the basis of this consent in the future and must erase your personal data in accordance with data protection law, unless there is another legal basis for processing (Article 17, Para. 1 b) of the GDPR). If you wish to withdraw your consent in whole or in part, please contact the relevant contact person for the scholarship advertisement or send an email to: datenschutz@uni-paderborn.de. In the event that you withdraw your consent to the processing of your personal data during the doctoral scholarship application procedure, it will no longer be possible to consider you in the award process. In the event that you withdraw your consent to the publication of data about you, you will not be able to participate in the certificate award ceremony.

In accordance with Article 21 of the GDPR, you have the right to object, on grounds relating to your particular situation, at any time to the processing of personal data concerning you which is collected on the basis of Article 6, Para. 1 (1) (e) of the GDPR. The right to object pursuant to Article 21 of the GDPR vis-à-vis a public-sector body does not apply where there is a compelling public interest for processing that overrides the interests of the data subject concerned or if a legal provision requires processing (§ 14 of the DSG NRW). If you wish to exercise your right to object pursuant to Article 21 of the GDPR, please contact the relevant contact person for the scholarship advertisement or send an email to: datenschutz@uni-paderborn.de. In the event that you object to the processing of your personal data within the scope of scholarship administration, the doctoral scholarship for which you have applied may not be awarded or may no longer be awarded.

7. Right to lodge a complaint

In addition to the aforementioned rights, you also have the right to lodge a complaint with a data protection supervisory authority (Article 77 of the GDPR) if you consider that the processing of personal data relating to you infringes the applicable data protection requirements; for example the State Commissioner for Data Protection and Freedom of Information in North Rhine-Westphalia, which is responsible for overseeing Paderborn University: Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen, Kavalleriestr. 2-4, 40213 Duesseldorf, Germany; Tel.: +49 211 38424-0, Email: poststelle@ldi.nrw.de

8. Validity of the data protection notice

Paderborn University reserves the right to amend this data protection notice in order to revise it in compliance with any changes in relevant laws or regulations or to better serve your needs. The valid and applicable version of this data protection notice is the latest version published by Paderborn University. Please therefore note the current version number of the data protection notice.

Paderborn University
Division 2.2
Katharina Patz
Warburger Strasse 100
33098 Paderborn, Germany

Data Processing Consent Form – Doctoral Scholarships and Gender Research Doctoral Scholarships at Paderborn University

First name, surname: _____

Date of birth: _____

Department/Faculty: _____

By signing this form,

- I hereby consent, pursuant to Article 6, Para. 1 (1) a) of the GDPR, to Paderborn University processing my personal data, as provided by me in my scholarship application and transmitted by me to Paderborn University, for the purpose of awarding a scholarship (including contact management). Where my information includes sensitive data according to Article 9, Para. 1 of the GDPR (e.g. health-related data in my curriculum vitae), I expressly consent, pursuant to Article 9, Para. 2 a) of the GDPR, to the processing of this data for the purpose of awarding a scholarship.

- I hereby consent, pursuant to Article 6, Para. 1 (1) a) of the GDPR, to Paderborn University processing the following personal data on me in the event that a scholarship is awarded to me (selection optional):
 - Taking of photographs of me in connection with the certificate award ceremony and publication of these photographs on the Paderborn University website and in Paderborn University press releases

 - Publication of my first name and surname in connection with the publication of photographs of me within the scope set out above

 - Publication of information about my doctoral project (title, brief description), funding period and faculty in connection with the publication of photographs of me within the scope set out above

 - Publication on the Paderborn University website and in Paderborn University press releases of my first name and surname, information about my doctoral project (title, brief description), funding period and faculty in connection with the award of a scholarship

By signing this form, I hereby confirm

- the accuracy and completeness of the information provided in my scholarship application and the authenticity of all data transmitted in both digital and paper form. I am aware that if any information is incorrect or inaccurate, funding may be revoked and any funds already received subject to repayment.
- that I have received and have read and understood the information sheet on the processing of my personal data pursuant to Article 13 of the GDPR within the scope of the award of doctoral scholarships and gender research doctoral scholarships.
- that I have read and accept the Guidelines for Awarding Doctoral Scholarships and Gender Research Doctoral Scholarships (version dated 10/11/2020) at Paderborn University.

Your consent to the processing of personal data in the above stages is voluntary. You have the right to withdraw your consent, in whole or in part, at any time, without giving a reason. The withdrawal of your consent shall not affect the lawfulness of processing based on your consent before its withdrawal (Article 7, Para. 3 of the GDPR). Consequently, your data will no longer be able to be processed on the basis of this consent in the future and your personal data must be erased, unless there is another legal basis for processing (Article 17, Para. 1 b) of the GDPR). If you wish to withdraw your consent in whole or in part, please contact the relevant contact person for the scholarship advertisement or send an email to datenschutz@uni-paderborn.de

Please note:

Without confirmation of the accuracy and completeness of the information provided and without a declaration of consent to the processing of your data, it will not be possible to consider your application in the award process for doctoral scholarships and gender research doctoral scholarships. In the event that you withdraw your consent to the processing of your personal data during the scholarship application procedure, it will no longer be possible to consider you in the award process. In the event that you withdraw your consent to the publication of data about you, you will not be able to participate in the certificate award ceremony. There are no further consequences.

Important note if your personal data is made available online:

Please be aware that if your personal data is published online, it will be possible for any person worldwide to access this personal data – for example with the help of search engines (e.g. Google). It will thereby be possible for personality profiles to be created (profiling), by linking this data with other data about you that is available online. Your data may also be used in this way by third parties for other purposes beyond the control of Paderborn University. Search engine archiving functions (e.g. www.archive.org) allow such data to be accessed even when the information has already been removed from or edited on the Paderborn University website. With the publication of your personal data online, data may also be transferred to countries outside the EU and may be stored and used there for unknown purposes. It may be the case that the relevant data protection laws or regulations, or the application of these, have a lower level of protection in the recipient country than in the EU and that you will not be able to assert your rights there..

Place, date _____

Signature of scholarship applicant _____