

INFORMATION ON THE PROCESSING OF YOUR PERSONAL DATA IN THE CONTEXT OF THE AWARDING OF ESE SCHOLARSHIPS IN ACCORDANCE WITH ART. 13 OF THE GENERAL DATA PROTECTION REGULATION (GDPR) – 10.06.2025, Version 1.0

These data protection notices describe the processing of your personal data in the context of the awarding of ESE scholarships by Paderborn University. In doing so, Paderborn University fulfills its information obligations pursuant to Art. 13 of the EU General Data Protection Regulation (hereinafter: GDPR). Regarding the terms used below, such as “personal data”, “processing”, “controller”, etc., reference is made to the definitions in Art. 4 of the GDPR.

1. Names and contact details

The responsible unit for processing your personal data in the context of the awarding of ESE scholarships is Paderborn University, a legally capable public law institution supported by the state of North Rhine-Westphalia. It is represented by the President.

1.1 Contact details of the Controller

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

1.2 Contact details of the data protection officer

You can reach the university's data protection officer by mail at the address above or as follows:

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

2. Categories of data, purposes, and legal bases for the processing of your personal data

In the context of the awarding of ESE scholarships, Paderborn University processes the following categories of your personal data for the purposes and on the legal bases described below:

I. Application or request submission, selection, and administration

- Name (first and last name including name suffixes such as academic degrees or any titles)
- Contact details, Date of birth, Nationality
- Faculty affiliation
- Curriculum vitae (CV)
- Letter of motivation
- Certificates of academic degrees
- GRE test results & Support letter from the academic supervisor (optional)

II. Additionally for budgeting and payment purposes (award winners only)

- Proof of enrolment in the ESE Master of Paderborn University
- Bank account details
- Tax-related data (tax ID and name of the responsible tax office)
- Marital status (age and number of children)
- If applicable, data on children (birth certificate, parental allowance notice)

III. For inquiries and advising (contact management)

- Name (first and last name including name suffixes such as academic degrees or any titles)
- Email address
- Phone number(s)
- Personal data that may arise from your inquiries and advising

IV. If applicable, production and/or publication of images and other personal data

- Production and publication of photographs and, in this context, possibly the publication of first and last name including name suffixes (e.g. academic degrees or titles of any kind) on the websites and in press releases of Paderborn University.
- If applicable, publication on official social media channels of Paderborn University such as Facebook, Instagram, and YouTube, to the extent mentioned above.

V. Statistical evaluation

- Anonymized data from section I

The purpose of processing your personal data is the selection for an ESE scholarship and, if selected, the granting and administration of the ESE scholarship.

The legal basis for processing your personal data in the context of the application process, counseling, and any potential publication (e.g., name disclosure and/or photographs, etc.) is your consent pursuant to Art. 6(1)(1)(a) GDPR; and where applicable, Art. 9(2)(a) GDPR, if the above-mentioned data processing includes sensitive data as defined in Art. 9(1) GDPR (e.g., health-related data in the CV).

The processing of your personal data in the context of the administration of the ESE scholarships, as well as for statistical evaluations, is necessary for the performance of tasks carried out in the public interest by Paderborn University. The legal basis is Art. 6(1)(1)(e), (3)(b) GDPR in conjunction with § 3(1) of the Data Protection Act of North Rhine-Westphalia (DSG NRW), § 3(1) of the Higher Education Act of North Rhine-Westphalia (HG NRW), and the framework directive for the awarding of scholarships at Paderborn University.

Regarding the payment of the ESE scholarship, Paderborn University is legally obliged, under the applicable legal provisions, to transmit your personal data (payment notifications) to the competent tax authority as part of a reporting obligation. The legal basis for this is Art. 6(1)(1)(c), (3)(b) GDPR in conjunction with § 2(1) of the German Reporting Ordinance (Mitteilungsverordnung, MV).

3. Disclosure of your personal data

Your personal data, which is processed by Paderborn University in the context of awarding ESE scholarships, will not be passed on to third parties without your consent, except as described below.

In addition to the transmission of payment notifications to the competent tax authority as described in Section 2, disclosure may occur in individual cases on the basis of a legal provision. Where (technical) service providers are granted access to personal data, this occurs as needed based on a contract in accordance with Art. 28 GDPR. In cases of data processing involving other authorities, this is done—if necessary—based on a joint controller agreement pursuant to Art. 26 GDPR. As a rule, no personal data is transmitted to countries outside the European Economic Area or associated countries (no "third country transfer").

Your recording(s) will also be used for the following social media channels of Paderborn University:

- Facebook/ Facebook data policy: <https://www.facebook.com/about/privacy/>
- Instagram/ Privacy policy of Instagram:
https://help.instagram.com/519522125107875/?maybe_redirect_pol=0
- YouTube/ Privacy policy of YouTube: <https://policies.google.com/privacy?hl=en-US>

Important notice when your personal data is made accessible on the internet:

Paderborn University points out that whenever personal data is published on the internet, it can be accessed worldwide by anyone—including through search engines (e.g., Google). In this way, personal profiles can be created by linking this data with other data about you available online. Similarly, third parties may use the data for other purposes beyond the control of Paderborn University. Archiving functions of search engines (e.g., www.archive.org) may also allow continued access to the data even if it has already been removed or modified from the aforementioned internet offerings of Paderborn University. By publishing your personal data on the internet, data may also be transferred to countries outside the EU and may be stored and used there for unknown purposes. It is possible that data protection laws or regulations—or their enforcement—may provide a lower level of protection than in the EU, and you may not be able to assert your rights in those countries.

4. Duration of the storage of your personal data

If and insofar as the processing of your personal data is based on your consent, your personal data will only be stored until you withdraw your consent, unless another legal basis for the processing exists (Art. 17(1)(b) GDPR).

Personal data of applicants for ESE scholarships whose applications are not approved will be properly deleted/destroyed in accordance with data protection regulations no later than six months after the conclusion of the application process.

Personal data of applicants for ESE scholarships whose applications are approved will be properly deleted/destroyed in accordance with data protection regulations one year after completion of the ESE master program or one year after deregistration.

If the end of the funding period and the completion of the ESE master program do not coincide in time, the personal data of scholarship holders will be retained as part of reporting obligations and reviewed by the commission for advisory purposes. This reporting obligation lasts 3 years.

The records of applicants for the ESE scholarships will be kept in the protocols of the ESE scholarship awards at Paderborn University for 10 years and then deleted. Documents may be transferred to the university archive and, as a rule, stored there indefinitely.

Personal data of ESE scholarship recipients regarding the disbursement of ESE scholarships will be properly deleted/destroyed in accordance with data protection regulations ten years after the end of the funding period.

5. Data subject rights

You may exercise the rights granted to you under the GDPR at any time. These include:

- the right to access information about whether and which of your data is being processed, in accordance with Art. 15 GDPR and § 12 DSG NRW;
- the right to request the correction or completion of your data, in accordance with Art. 16 GDPR;
- the right to request the deletion of your data, in accordance with Art. 17 GDPR and § 10 DSG NRW;
- the right to request the restriction of processing, in accordance with Art. 18 GDPR;
- the right to data portability regarding your data, in accordance with Art. 20 GDPR.

6. Revocability of your consent and objection to the processing of your personal data

Any consent you may have given can be revoked at any time, in whole or in part, without stating reasons. The revocation does not affect the lawfulness of the processing carried out on the basis of the consent prior to the revocation (Art. 7(3) GDPR). As a result, Paderborn University may no longer continue any data processing based on this consent in the future and must delete your data—unless another legal basis for processing exists (Art. 17(1)(b) GDPR).

If you wish to revoke your consent in whole or in part, please contact the contact person listed in the call for applications or send an email with the subject line to: **datenschutz@uni-paderborn.de**. If you revoke your declaration of consent regarding the processing of your personal data in the context of the ESE scholarship application process, you can no longer participate in the selection process.

You have the right, for reasons arising from your particular situation, to object at any time to the processing of personal data concerning you that is carried out based on Art. 6(1)(1)(e) GDPR, in accordance with Art. 21 GDPR.

The right to object under Art. 21 GDPR does not apply to public bodies if there is an overriding public interest in the processing that outweighs the interests of the data subject, or if a legal regulation requires the processing (§ 14 DSG NRW).

If you wish to exercise your right to object under Art. 21 GDPR, please contact the contact person listed in the call for applications or send an email with the subject line to: **datenschutz@uni-paderborn.de**. If you object to the processing of your personal data in the context of the ESE scholarship, the scholarship cannot or can no longer be granted.

7. Right to lodge a complaint

In addition to the aforementioned rights, you have the right to lodge a complaint with the data protection supervisory authority (Art. 77 GDPR) if you believe that the processing of your personal data violates data protection requirements; for example, with the supervisory authority responsible for Paderborn University “State Commissioner for Data Protection and Freedom of Information of North Rhine-Westphalia.”

Kavalleriestr. 2–4
40213 Düsseldorf
Phone: +49 211 38424-0
Email: **poststelle@ldi.nrw.de**

8. Validity of this data protection information

Paderborn University reserves the right to amend this data protection notice to adapt it to changes in relevant laws or regulations or to better meet your needs. This data protection notice applies in the version most recently published by Paderborn University. Please therefore take note of the current version number of the data protection information.

Paderborn University

Institute of Electrical Engineering and Information Technology
ESE Scholarship Committee
Elena Schlegel
Warburger Straße 100
33098 Paderborn

DECLARATION OF CONSENT – ESE Scholarship

Last name, First name: _____

Date of birth: _____

By signing this form (please tick the appropriate boxes):

☐ I consent, in accordance with Art. 6(1)(1)(a) GDPR, to the processing of the personal data I have provided in the ESE scholarship application and transmitted to Paderborn University for the purpose of awarding the ESE scholarship (including contact management). If my application includes sensitive data as defined in Art. 9(1) GDPR (e.g., health-related information in my CV), I also expressly consent in accordance with Art. 9(2)(a) GDPR to the processing of this data for the purpose of awarding the ESE scholarship.
Note: Sensitive data is not actively requested by Paderborn University.

☐ I consent, in accordance with Art. 6(1)(1)(a) GDPR, to the processing of the following personal data by Paderborn University for public relations purposes in the event that I am awarded an ESE scholarship (selection optional):

Publications with and without photographs

- ☐ Taking photographs of me for publication on the websites and in press releases of Paderborn University.
- ☐ Publication of further information about me (first and last name including name suffixes) in connection with the ESE scholarships on the websites and in press releases of Paderborn University.
- ☐ Taking photographs of me for publication on the official social media channels (Facebook, Instagram, Twitter, and YouTube) of Paderborn University.
- ☐ Publication of further information about me (first and last name including name suffixes) in connection with the ESE scholarships on the official social media channels (Facebook, Instagram, Twitter, and YouTube) of Paderborn University.

By signing below, I confirm that:

- the information provided in my ESE scholarship application is accurate and complete, and that all data submitted digitally or in paper form is genuine. I am aware that false information may result in the withdrawal of funding and the potential obligation to repay funds already received.
- I have received and taken note of the information sheet on the processing of my personal data pursuant to Art. 13 GDPR in the context of the awarding of ESE scholarships.
- I have read and accept the guidelines for the awarding of ESE scholarships at Paderborn University.



Consent to the aforementioned processing steps is voluntary. You may revoke your declaration of consent at any time, in whole or in part, without stating reasons. The revocation does not affect the lawfulness of the processing carried out on the basis of the consent prior to the revocation (Art. 7(3) GDPR). As a result, any processing based on this consent can no longer be continued in the future, and your personal data must be deleted—unless another legal basis for processing exists (Art. 17(1)(b) GDPR). If you wish to revoke your consent in whole or in part, please contact the contact person listed in the call for applications or send an email with the subject line to **datenschutz@uni-paderborn.de**.

Please note:

Without confirmation of the accuracy and completeness of your information and without your consent to the processing of your data, participation in the ESE scholarship selection process is not possible. In the event that you revoke your consent to the processing of your personal data within the application process for ESE scholarships, you can no longer participate in the selection process. No further consequences will result beyond that.

Important information if your personal data is made accessible on the internet:

Paderborn University would like to point out that whenever personal data is published on the internet, it can be accessed worldwide by anyone – including through search engines (e.g., Google). In this way, personal profiles can be created by linking this data with other data about you available on the internet. Furthermore, such data may be used by third parties for other purposes, without Paderborn University having any influence over this. Archiving functions of search engines (e.g., www.archive.org) may also allow access to data even after it has been removed or altered from Paderborn University's online offerings. By publishing your personal data online, data may also be transferred to countries outside the EU and may be stored and used there for unknown purposes. In such countries, data protection laws or their application may provide a lower level of protection than in the EU, and you may not be able to assert your rights.

Place, Date: _____

Signature of Applicant: _____