

## **Data Protection Declaration** **Arqus European University Alliance** **Arqus Talent Scholarship Fund**

The Arqus Talent Scholarship is a Scholarship Scheme designed by the Arqus partner universities to attract and retain talent at postgraduate level from around the world.

As joint controllers, the members of the Arqus European University Alliance (University of Granada, University of Graz, Leipzig University, University of Lyon 1, Maynooth University, University of Minho, University of Padua, Vilnius University, University of Wroclaw) take data protection very seriously and will treat your personal data confidentially and in accordance with the legal requirements.

This Data Protection Declaration is designed to inform (1) you, as an applicant for/funding recipient of the Arqus Talent Scholarship Fund, as well as (2) referees in accordance with Articles 12, 13 and 14 of the General Data Protection Regulation (GDPR), on the purpose, legal basis, and your rights regarding the processing of personal data by the Arqus European University Alliance.

### **Purpose, scope and legal basis of data processing:**

#### 1. Applicants/Funding recipients

We process your personal data indicated in the online application (e.g., personal information, academic background) as well as your application documents according to the call of the Arqus Talent Scholarship Fund for the purpose of the application and selection process by the Arqus European University Alliance and also for the scholarship payments.

The legal basis for this processing is

- the performance of the contract or in order to take steps prior to entering into the contract in the context of the application and selection process and furthermore the organisation and implementation of the Arqus Talent Scholarship Fund pursuant to Art 6 § 1 (b) GDPR,
- the performance of a task carried out in the public interest which is given in the implementation of the Arqus Talent Scholarship Fund pursuant to Art 6 § 1 (e) GDPR in connection with the relevant national law,
- the legitimate interest of the Arqus European University Alliance with regard to quality assurance as well as for public relations and statistical purposes, pursuant to Art 6 § 1 (f) GDPR.
- the fulfilment of legal obligations in regards to possible data transfer to the respective competent bodies for the purpose of control and audit duties pursuant to Art 6 § 1 (c) GDPR.

The following personal data of applicants are processed during the application and selection process:

- surname(s)
- first name(s)
- academic title
- date of birth
- nationality(ies)
- gender
- mailing address
- telephone number

- email address
- photo
- academic degree(s)
- study path(s) (name of institution and country where the degree was obtained; name of the programme; academic degree; subjects studied; date of enrolment and date of degree awarded; thesis topic)
- mother tongue and further language skills
- reference (name, position, email and phone number of referee)
- documents submitted in the application process:
  - confirmation of application to the entrance university
  - letter of motivation
  - PhD research proposal (doctoral students only)
  - diploma/degree certificate (copy)
  - diploma supplement/transcript of records
  - academic letter of recommendation
  - curriculum vitae
  - passport/ID Card (copy), including the passport number
  - confirmation(s) (copy) according to the categories for students with fewer opportunities (e.g., refugee/asylum seeker status, birth certificate of child/ren, confirmation of being the carer of parents/family members with certified disabilities/impairments, disability pass, medical confirmation)
  - language certificate
- average score

Within the Arqus European University Alliance, the University of Graz is competent for the payment of the scholarships and thus also for the data processing in this context.

The following personal data of applicants are processed in addition to the above-mentioned personal data of applicants in order to process the related scholarship payments:

- start and end date of studies
- account details
- documents submitted in order to process the related scholarship payments:
  - passport/ID Card (copy), including passport number
  - Grant Agreement
  - proof of enrolment at the entrance university incl. start date of studies
  - payment confirmation of tuition fees at the entrance university
  - proof of academic performance (transcript of records) as Master's student and progress report confirmed by the supervisor as doctoral student

Processing of your above-mentioned data and documents by the Arqus European University Alliance is a necessary step in the evaluation and selection process as well as for the payment of the scholarships of the Arqus Talent Scholarship Fund. Therefore, not providing the relevant personal data will result in your application not being considered for the scholarship scheme and furthermore the payment of the scholarship is not possible.

The Arqus European University Alliance will, as far as is reasonably practical, anonymize or pseudonymize all personal data contained in statistics, reports and summaries to minimize the amount of personal data processed.

## 2. Referees

We process personal data of referees:

- surname(s)
- first name(s)
- academic title(s)
- position
- email address
- telephone number
- any other personal data included in the letter of recommendation

submitted by the applicants to the Arqus Talent Scholarship Fund and indicated in the letters of recommendation.

The legal basis for this processing is the legitimate interest by a third party, the candidates to fulfil the application requirements and the legitimate interest of the Alliance to choose the most qualified applicants, pursuant to Art 6 § 1 (f) GDPR.

### **Duration of storage:**

- In case of a contract/contractual obligation, legal obligation: Your personal data will be stored as long as necessary for the organisation and implementation of the Arqus Talent Scholarship Fund/to comply with the legal obligation.
- In case of legitimate/public interest: Your data will be processed as long as necessary for the preservation of the legitimate/public interest or until (justified) objection is raised.

In addition, we will store your data if there are statutory retention periods or if the statute of limitations regarding potential legal claims is still open.

### **Transmission of your personal data:**

Your data will be processed within the Arqus European University Alliance (University of Granada, University of Graz, Leipzig University, University of Lyon 1, Maynooth University, University of Minho, University of Padua, Vilnius University, University of Wroclaw) as necessary to effect the above-mentioned purposes and - where required - transmitted to the competent supervisory bodies for control and audit duties: Education, Audiovisual and Culture Executive Agency (EACEA) - please also read the privacy policy of the European Commission [https://ec.europa.eu/info/privacy-policy\\_en](https://ec.europa.eu/info/privacy-policy_en); the National Agencies of the Arqus partner universities in the case of Erasmus+ mobility periods; and external audit bodies.

If necessary, your personal data may be forwarded to the bodies responsible for control and audit tasks under Community and Austrian law (e.g., European Anti-Fraud Office, European Court of Auditors [ECA] or Austrian Court of Audit, Austrian Federal Ministry of Finance [Transparency Portal]).

Your personal data will also be transferred to mayermayer Informations.Werkstatt, software provider of the Biobs application platform.

### Your rights:

Where the processing of your personal data is concerned, you have the following rights at all times with regard to the Arqus European University Alliance and the University of Graz; these rights can be exercised by emailing: [talent-scholarship@arqus-alliance.eu](mailto:talent-scholarship@arqus-alliance.eu)

- the right of access to the personal data in question (Article 15, GDPR),
- the right to rectification (Article 16, GDPR) or erasure (Article 17, GDPR) or restriction of processing (Article 18, GDPR),
- the right to data portability (Article 20, GDPR),
- the right to object (Article 21, GDPR),
- the right to withdraw consent (Article 7(3), GDPR), which shall not affect the lawfulness of processing based on consent before its withdrawal.

You also have the

- right to lodge a complaint (Article 77, GDPR), which should be addressed to the Austrian Data Protection Authority, Barichgasse 40-42, 1030 Vienna, telephone: +43 1 52 152-0, email: [dsb@dsb.gv.at](mailto:dsb@dsb.gv.at), as the relevant regulatory authority.

In principle, the Arqus partner university at which the data subject is enrolled is responsible for exercising the rights of the data subject within the framework of shared responsibility. Your request may therefore be forwarded to the respective partner university, if applicable.

You can exercise your rights regarding data processing in connection with the payment of scholarships at the University of Graz by emailing: [jointdegrees@uni-graz.at](mailto:jointdegrees@uni-graz.at)

### Our contact details:

- University of Graz, Office of International Relations, Universitätsplatz 3, 8010 Graz, email: [jointdegrees@uni-graz.at](mailto:jointdegrees@uni-graz.at). The data protection officer can be contacted at: [dsba@uni-graz.at](mailto:dsba@uni-graz.at)
- University of Granada, Secretaría General, Hospital Real, Avda. del Hospicio, s/n, 18071 Granada, e-mail: [delegadapd@ugr.es](mailto:delegadapd@ugr.es) / [protecciondedatos@ugr.es](mailto:protecciondedatos@ugr.es)
- Leipzig University: Abteilung Anwendungen, Neues Augusteum 10, 04109 Leipzig, e-mail: [dsb@uni-leipzig.de](mailto:dsb@uni-leipzig.de)
- University of Lyon 1: Université de Lyon, 92 rue Pasteur, 69361 Lyon cedex 07, Lyon, e-mail: [dpo@universite-lyon.fr](mailto:dpo@universite-lyon.fr)
- Maynooth University: Maynooth, Co. Kildare, e-mail: [dataprotection@mu.ie](mailto:dataprotection@mu.ie)
- University of Minho: Largo do Paço, 4704-553 Braga, e-mail: [protecaodados@uminho.pt](mailto:protecaodados@uminho.pt)
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