Information on data protection for applicants of the DIERS training course “Management of Internationalisation” 2022–23

The security of your data is of the utmost importance to the International Office of Leibniz University Hannover (LUH). Therefore, we wish to inform you about data protection with respect to the use of your data in the context of your application for the DIERS training course “Management of Internationalisation” 2022–23 and at the same time assure compliance with all relevant legal provisions, in particular the EU General Data Protection Regulation (GDPR) and the Lower Saxony Data Protection Act (NDSG).

1. Data protection and data collection

The subject of data protection is your personal data, i.e. details of your personal and material circumstances (Article 4 (1) GDPR) that you have provided by data transfer via online application for the DIERS training course.

2. Purpose limitation

LUH International Office observes the principle that data should only be used for specific, defined purposes and ensures that your data will only be used for the purpose of organising and planning the DIERS training course. Your data will not be used for any other purpose. Your personal data will only be accessed and used by employees of the International Office, as well as by employees of the German Academic Exchange Service (DAAD), the German Rectors’ Conference (HRK), Jomo Kenyatta University of Agriculture and Technology (JNKAT), Universidad Católica San Pablo (UCSP) and Manipal Academy of Higher Education (MAHE) that are involved in the selection process for the DIERS training course.

3. Data security

Your data is securely stored on the LUIS servers (Leibniz University IT Services) of Leibniz University Hannover and will not be disclosed to third parties, except for the abovementioned purposes. LUIS takes appropriate technical and organisational measures for the security of your data and protects it, in particular against access by third parties or unauthorised persons, in accordance with the state of the art. Employees of the International Office, DAAD, HRK, JNKAT, UCSP, and MAHE are equally bound to secrecy and to compliance with data protection.

4. The right to revocation

You also have the right, for reasons resulting from your particular situation, to object to the processing of relevant personal data at any time, according to Article 6 (1) (e) GDPR in conjunction with section 17 of the Lower Saxony Higher Education Act (NHG). We will then stop processing your personal data, unless legitimate grounds exist to continue, outweighing your interests, rights and liberties, or where processing serves to assert, exercise or defend legal claims.
### Duty to provide information according to Article 13 GDPR

| Data controller and contact details | Leibniz University Hannover  
Welfengarten 1  
30167 Hannover  
International Office  
Welfengarten 1A  
30167 Hannover  
Email: dies-info@zv.uni-hannover.de |
|----------------------------------|---------------------------------------------------------------------------------|
| Data Protection Officer | Leibniz University Hannover  
– Datenschutzbeauftragter-  
Königsworthor Platz 1  
30167 Hannover  
Tel.: +49 511 762 8132  
Fax: +49 511 762 8258  
Email: datenschutz@uni-hannover.de |
| Purpose for data processing | LUH International Office observes the principle that data should only be used for specific, defined purposes and ensures that your data will only be used to select participants (recipients of a scholarship) for the DIES training course 2022-23. |
| Legal grounds for data processing | The legal basis for data processing is Article 6 (1) (e) GDPR, Article 6 (3) GDPR in conjunction with section 17 of the Lower Saxony Higher Education Act (NHG) and LUH regulations on processing personal data [https://www.uni-hannover.de/fileadmin/luh/content/webredaktion/universitaet/publikationen/verkund_platt/vkb_18_06.pdf](https://www.uni-hannover.de/fileadmin/luh/content/webredaktion/universitaet/publikationen/verkund_platt/vkb_18_06.pdf) |
| Storage limitation | Data of unsuccessful applicants will be erased six months after the selection process has been completed. Data of successfully selected participants will be erased six months after the DIES training course has been completed. |
| Rights of data subjects (Articles 15 to 21 GDPR) | According to Articles 15 to 21 GDPR, you have the following rights regarding your personal data:  
Right to be informed  
Right to rectification  
Right to erasure  
Right to restrict processing  
Right to data portability / Right to receive a copy  
You also have the right, for reasons resulting from your particular situation, to object to the processing of relevant personal data at any time, according to Article 6 (1) (e) GDPR in conjunction with section 17 of the Lower Saxony Higher Education Act (NHG). We will then stop processing your personal data, unless legitimate grounds exist to continue, outweighing your interests, rights and liberties, or where processing serves to assert, exercise or defend legal claims. |
<p>| Recipients of personal data | Employees of the International Office at LUH, employees of the German Academic Exchange Service (DAAD), the German Rectors’ Conference (HRK), JKUAT, UCSP, and MAHE that are directly involved in the selection process for the DIES training course. |</p>
<table>
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<tr>
<th>Obligation to provide personal data</th>
<th>You are not obliged to provide personal data. Provision of personal data is voluntary.</th>
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<tr>
<td>Categories of personal data that are processed</td>
<td>PERSONAL INFORMATION (title, first name, family name, position, institution and department, address, phone number (official and mobile), fax (official), email address (official or private), nationality, date of birth, gender) CURRICULUM VITAE (higher education, professional experience, information with regard to previous scholarships and participation in DIES training courses, references)</td>
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| The right to complain | Data processing is subject to the supervision of the Commissioner for Data Protection of Lower Saxony, with whom complaints may be filed. More information and contact details can be found at [https://www.lfd.niedersachsen.de/startseite/](https://www.lfd.niedersachsen.de/startseite/)  
Die Landesbeauftragte für den Datenschutz in Niedersachsen  
Prinzenstraße 5  
30159 Hannover  
Tel.: +49 511 120-4500  
Fax: +49 511 120-4599  
Email: poststelle@lf.d.niedersachsen.de |