

# **Data Protection Declaration for the Application for the Scholarship Program for the Promotion of Early-Career Female Scientists of TU Dresden (without Faculty of Medicine) at the Graduate Academy**

## **1. Purpose and Data Collection Authority**

Through establishing a Graduate Academy (GA), the Technische Universität Dresden (TUD) aims to provide extensive and individual support to its young researchers during their doctoral and postdoc phase. The GA aims at creating ideal research and working conditions for doctoral candidates and postdocs throughout the university in order to qualify them for distinguished positions in science, economy and society. The personal data to be collected are necessary in order to apply for the Scholarship Program for the Promotion of Early-Career Female Scientists of TU Dresden (without Faculty of Medicine), for which the Graduate Academy was charged with administrative work.

The application is open for female members of the GA but also for those women who are interested in a doctorate or habilitation at the TUD and are looking for funding for this period.

The following authority is responsible for the collection of data:

Graduate Academy

TU Dresden

MommSENstrasse 7

01062 Dresden

Email: [graduierTenakademie@tu-dresden.de](mailto:graduierTenakademie@tu-dresden.de)

Phone: 0351 462 42241

## **2. Data processing**

### **2.1. Submitting the online proposal form**

Persons who would like to submit an application use an electronic form which is available under [www.tu-dresden.de/ga](http://www.tu-dresden.de/ga). With this form the following data is collected and processed electronically by the GA of the TUD, solely for the above mentioned purposes:

- |   |  |
|---|--|
| - surname   | - name of the main supervisor                    |
| - first given name  | - establishment of the main supervisor           |
| - gender  | - university certificates                        |
| - email address   | - participation in a structured doctoral program |
| - address   | - information on current funding                 |
| - birth date and country of birth   | - curriculum vitae                               |
| - nationality   | - information about children                     |
| - faculty   | - information on previous funding                |
| - specialization  | - research exposé                                |
| - start and end of the doctoral / habilitation phase                                |  |
| - information on the last university degree incl. Academic degree and overall grade |  |

## 2.2. Complete application process

In order that an application for the Scholarship Program for the Promotion of Early-Career Female Scientists of TUD is formally complete, the online proposal form must be printed and signed by the applicant after submission and sent to the email address of the Graduate Academy ([graduiertenakademie@tu-dresden.de](mailto:graduiertenakademie@tu-dresden.de)) with all other documents specified in the respective call for applications.

The above-mentioned data are collected on a voluntary basis in accordance with §14 of the Sächsische Hochschulfreiheitsgesetz (SächsHSFG) and in accordance with the guidelines of the funding authorities of the Scholarship Program for the Promotion of Early-Career Female Scientists of TUD. The submission of the online proposal form entry is made by email to the electronic mailbox [graduiertenakademie@tu-dresden.de](mailto:graduiertenakademie@tu-dresden.de).

Staff members of the GA have exclusive access to these data. All staff members are obliged to maintain secrecy.

## 3. Voluntariness and Revocation

The submission of an application to the GA of the TUD and the associated processing (collection, storage, modification, use) of personal data is voluntary. The consent can be withdrawn at any moment without giving reasons. In the case of refusal or revocation of consent to the data collected under point 2.1, funding for the Scholarship Program for the Promotion of Early-Career Female Scientists of TUD is not or only partially available. In case the consent is revoked, all personal data the revocation refers to will be cancelled according to data protection requirements.

## 4. Data Transmission

For the selection process, the application documents with the data from point 2.1 are forwarded to the board of the GA and the Equal Opportunities Officer of the TUD for a funding decision. After completion of the selection process all applicants will be informed via email about the funding decision by the GA. In case of a successful application with the result of a grant commitment, the bank details of the sponsored person(s) will be collected in addition to the above mentioned data, otherwise the funding cannot be paid out. The bank details will be forwarded by email to the Directorate 2, who will transfer and control the monthly grant to the awardees on basis of a letter of award issued by the GA.

Parts of the data specified under point 2.2 will be transmitted in anonymized form. This occurs with the purpose of monitoring TUD with regard to the promotion of young researchers, in research, teaching and further education as well as the accomplishment of the equality directive and for the federal and state statistics. These data cannot be traced to an individual person.

## 5. Storage Period

The data specified under point 2.1 will be electronically deleted as soon as they are no longer necessary for the processing of the application process or the consent regarding the respective

data has been withdrawn. The data of scholarship recipients will be kept/stored for the duration of the scholarship and in accordance with the regulations and requirements of the funding authority. After completion of the funding, the data will be archived in accordance with the legal requirements for six years and the regulations and requirements of the funding authority. The access takes place after archiving only with legitimate interest after explicit authorization.

6. Information Right

Persons submitting an application or receiving a grant may claim information on the personal data collected, as well as possible recipients to whom these data was transmitted at any time. They are due to receive an answer within a period of one month from the entry of their request for information.

7. Data Protection Officer and Data Protection Supervisory Authority

The [Data Protection Officer of TUD](#) and the competent [Data Protection Supervisory Authority](#) can be contacted at any time by persons concerned for the clarification of questions concerning data protection.