

# **Data privacy policy**

## **Completion Scholarship Doctoral Candidates**

### **Information on data privacy policy**

We process your personal data in compliance with the applicable data protection regulations, in particular the EU General Data Protection Regulation (DSGVO) and the Brandenburg Data Protection Act (BbgDSG).

### **Party responsible for data processing**

University of Potsdam  
represented by the President, Professor Oliver Günther, Ph.D.  
Am Neuen Palais 10  
14469 Potsdam  
Telephone: +49 331 977-0  
Fax: +49 331-97 21 63  
[www.uni-potsdam.de](http://www.uni-potsdam.de)

### **Purpose of data processing**

The purpose of the data processing is the implementation of the application procedure for the Completion Scholarship for Doctoral Students offered by the University of Potsdam. For this purpose, in addition to the doctoral supervisor's professional contact details, master data and contact details as well as qualification, performance and assessment data are also collected from the applying person.

### **Legal foundation for data processing**

The legal foundation for data processing is your consent (Article 6 subsection 1 sentence 1 letter (a) of the General Data Protection Regulation, or GDPR (consent)).

### **Right of revocation**

You have the right to revoke your consent at any time. The revocation of your consent does not affect the legality of processing that has taken place with your consent up to the time of revocation.

### **Recipient of the data**

The data will be transferred to the university-internal selection committee (members UP) for the purpose of application.

In case of scholarship approval, the data will be transferred to the International Office and Division 4.

### **Duration of data storage**

The data of applicants who have not been selected by the University of Potsdam will be deleted three months after the announcement of the selection decision.

The data of applicants who have been selected for a completion scholarship will be stored for the duration of the scholarship processing.

## **Your rights**

You have the right to request from us information about the processing of personal data pertaining to you. This right to information includes, in addition to a copy of your personal data, the purposes of data processing, data recipients and the duration of storage.

If incorrect personal data is being processed, you can request that we correct this data. If the legal conditions arising from Art. 17 or 18 DSGVO are met, then you also have the right to the deletion of personal data or to the restriction of data processing. Please note that restricted processing of data may not be possible. You have the right to receive your personal data in a structured, common, and machine-readable format or to request that it be transferred to another responsible person (Article 20 DSGVO). Insofar as data processing is permitted without your consent, you may object to the processing under the conditions of Art. 21 DSGVO.

We would therefore ask you to contact us to exercise your above-mentioned rights at:

Welcome Center Potsdam

Frauke Stobbe

Am Neuen Palais 10

14469 Potsdam

Phone: +49 331 977-153052

E-mail: [welcome-center@uni-potsdam.de](mailto:welcome-center@uni-potsdam.de)

You can request information from the Chief Information Officer (University of Potsdam, Am Neuen Palais 10, Bldg. 8, 14469 Potsdam). The form provided for this purpose can be found at:

<https://www.uni-potsdam.de/en/praesidialbereich/president-vice-presidents/cio>.