DATA PRIVACY STATEMENT

careerMe MENTORING PROGRAMME FOR DOCTORAL CANDIDATES, POSTDOCTORAL RESEARCHERS AND TENURE TRACK PROFESSORS OF THE UNIVERSITY OF ERFURT

DATA PRIVACY STATEMENT FOR APPLICANTS AND PARTICIPANTS

Thank you for your interest in our mentoring programme. As the protection of your personal data is of major importance to the University of Erfurt, we would like to inform you about the collection and processing of your data as part of the application process and participation in the programme in accordance with the relevant data protection regulations (in particular in accordance with Art. 13 of the EU General Data Protection Regulation - GDPR). Please read the following information carefully before submitting your data to the President's Office and Staff Unit University Development.

Name and contact details of the controller responsible for the processing

University of Erfurt, represented by the president
Prof. Dr. Walter Bauer-Wabnegg
Nordhäuser Straße 63, 99089 Erfurt, Germany
Telefon: +49 361 737-5000
Fax: +49 361 737-5009
E-Mail: praesident@uni-erfurt.de

Data processor within the university

President's Office and Staff Unit University Development
Nordhäuser Straße 63, 99089 Erfurt, Germany
Telefon: +49 361 737-5008
Fax: +49 361 737-5009
E-Mail: qualifizierungsprogramm@uni-erfurt.de

Contact details of the data protection officer

Nordhäuser Straße 63, 99089 Erfurt, Germany
Telefon: +49 361 737-5651
E-Mail: datenschutz@uni-erfurt.de

Purpose and legal base of the data, erasure

Your personal data is processed for the purpose of preparing, implementing and evaluating the mentoring programme.
The legal basis for the processing is Art. 6 para. 1 lit. e GDPR in conjunction with Art. 6 para. 3 GDPR, § Section 83 para. 2 no. 8 ThürHG and § Section 16 para. 1 ThürDSG.

When applying as a **mentee** (doctoral candidates, postdoctoral researchers, tenure track professors), the following data may be collected:
- Contact data (title, name, institution, if applicable Graduate Center, e-mail address, telephone, address)
- Degree/subject
- University at which the doctorate was obtained
- Date of acceptance as a doctoral candidate
- Subject/topic of the dissertation
- Expected submission of the dissertation
- Information on the habilitation
- Stations on the career path
- Current employment situation
- Focus on research and teaching
- Current research project
- Planned career steps
- Motivation to participate in the mentoring programme
- Mentoring topics
- Expectations towards the mentor

When registering as a **mentor** (professors, tenure-track professors, postdocs), the following data is collected:
- Contact data (title, name, institution, if applicable Graduate Center, e-mail address, telephone)
- Field of specialisation/research focus
- Key stages of the educational and career path
- Current employment situation
- Mentoring topics that can be supported
- Expectations towards the mentee
- Experience as a mentor
- Maximum number and career level of mentees to be mentored

Application documents of unsuccessful applicants (mentees) and the personal data contained therein will be destroyed or deleted three months after the end of the application process, unless otherwise required by law or if storage/retention is necessary for the purpose of providing evidence.
Application documents of mentors who are not considered will be stored with their consent until the next programme in order to enable future participation if necessary. If consent is not given, the data will also be destroyed or deleted three months after the end of the application process.

Participants' data will be destroyed or deleted six months after the end of the programme, unless there are legal provisions to the contrary or storage/retention is necessary for the purpose of providing evidence.
Programme information (e.g. upcoming dates, evaluation) is sent to participants by email.

If you wish to object to data processing, please send your objection in writing or electronically to qualifizierungsprogramm@uni-erfurt.de. If you object to data processing, you will no longer be able to participate in the programme.

Transfer of data to third parties

Within the University of Erfurt, the data will only be processed by the persons involved in the implementation of the mentoring programme (President's Office and Staff Unit University Development).
A list of participants with their names will be made available for signature at face-to-face events.

If workshops take place within the framework programme, personal data such as name, e-mail address, faculty affiliation and status at the University of Erfurt may be passed on to the speaker for workshop preparation.

Only services supported by the university (DFNconf, BigBlueButton as a Moodle plugin, WebEx) are used to conduct online events. In exceptional cases, another service (such as ZOOM) can be used via the lecturers.
The data privacy statements for the video conferencing systems can be found under the following links:
Cisco (Webex): https://www.cisco.com/c/en/us/about/legal/privacy-full.html
DFNconf: https://www.conf.dfn.de/datenschutz/
BigBlueButton: https://bigbluebutton.org/privacy-policy/
Moodle: https://elearning.uni-erfurt.de/pluginfile.php/1/theme_boost_union/additionalresources/0/DSInformationMoodle_20230919.pdf
Zoom: https://explore.zoom.us/en/privacy/

Rights of data subjects

As data subject of the data processing, you have the following rights:
- Right of access (in accordance with Article 15 of the GDPR)
- Right to rectification or completion (in accordance with Article 16 of the GDPR)
- Right to erasure (in accordance with Article 17 of the GDPR)
- Right to restriction of the processing (in accordance with Article 18 of the GDPR)

Regarding the aforementioned rights, the restrictions of the Thuringian Data Protection Law shall be taken into account.
- Right to data portability and transfer (in accordance with Article 20 of the GDPR)
- Right to logde a complaint with a supervisory authority (in accordance with Article 77 of the GDPR)

In case of doubt the German version applies.