

## Information on data protection for Alumni of the Promotion plus+ programme of the Graduate Academy at Gottfried Wilhelm Leibniz Universität Hannover

Issued: 25.05.2018

The security of your data is of the utmost importance to the Graduate Academy (GA) of Gottfried Wilhelm Leibniz Universität Hannover (LUH). Therefore, we wish to inform you about data protection with respect to the Promotion plus+ *Alumni* registration 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, section 3 paragraph 1 NDSG) that you provide when registering to the Promotion plus+ *Alumni* network. Personal data will only be collected to the extent necessary for getting in programme-related contact (inquiry as a speaker, inquiry as a mentor, request for a job-shadowing) or for the purpose of inviting you to talks or other relevant events. In this way, the Graduate Academy wishes to expand its expert network as part of the Promotion plus+ programme. For this purpose, we also document information about your (future) job title and employer, as long as you give us this information or as long as it is provided by open sources (internet).

Please note that you are responsible for the accuracy of your information and personal details. You have the right to access your data at any time.

### 2 Purpose limitation

The Graduate Academy observes the principle that data should only be used for specific, defined purposes and ensures that your data will only be used for the above mentioned purpose. Your data will not be used for any other purpose. Your personal data are only accessible to the operating team of the Graduate Academy. All of them are obliged to maintain confidentiality and compliance with data protection.

### 3 Data security

The Graduate Academy 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. All members of the Graduate Academy are obliged to maintain confidentiality and compliance with data protection.

### 4 Informed consent and the right to revocation

Your consent is required for the collection and processing of data. By completing and signing the Alumni form, you agree to the collection, storage and use of your data by the Graduate Academy, for the stated purpose.

You have the right to revoke your consent at any time, without providing reason.

Your objection should be sent to:

Gottfried Wilhelm Leibniz Universität Hannover  
Graduiertenakademie  
Wilhelm-Busch-Straße 22

## 5 Duty to provide information according to Article 13 GDPR

<b>Data controller and contact details</b>	Gottfried Wilhelm Leibniz Universität Hannover Graduiertenakademie Wilhelm-Busch-Straße 22 30167 Hannover Tel. +49 511 762 3876 Fax +49 511 762 19491 Email: <a href="mailto:graduieretenakademie@zuv.uni-hannover.de">graduieretenakademie@zuv.uni-hannover.de</a>
<b>Data Protection Officer</b>	Gottfried Wilhelm Leibniz Universität Hannover – Datenschutzbeauftragter – Königsworther Platz 1 30167 Hannover Tel.: +49 511 762 8132 Fax: +49 511 762 8258 Email: <a href="mailto:datenschutz@uni-hannover.de">datenschutz@uni-hannover.de</a>
<b>Purpose for data processing</b>	Programme-related contact (inquiry as a speaker, inquiry as a mentor,...) or for the purpose of inviting to talks or other relevant events; integration of practical experience into the further programme design
<b>Legal grounds for data processing</b>	The legal basis for data processing is your consent thereof in accordance with <a href="#">Article 6 (1) (a) GDPR</a>
<b>Obligation to provide personal data</b>	You are not obliged to provide personal data.
<b>Revoking consent</b>	You can revoke your consent <b>at any time</b> , with future effect. We will then stop processing your data and erase it from the Alumni list. Lawful processing of data up until revocation of consent shall remain unaffected.
<b>Categories of personal data to be processed</b>	The application form asks for the following data: <ul style="list-style-type: none"> <li>- Title, Name</li> <li>- Postal address, email</li> <li>- Title of the Promotion plus+ programme and year of participation</li> <li>- Affiliation to faculty/institute at the time of participation</li> </ul>
<b>Storage limitation</b>	Your personal data will be stored for an unlimited time until you revoke your consent or until the Graduate Academy erases the Alumni data base.
<b>Recipients of personal data</b>	Members of the Graduate Academy team
<b>Your rights</b>	According to the guidelines of the GDPR you have the following rights in relation to us: <ul style="list-style-type: none"> <li>- to be informed by us, free of charge and at any time, about the processing of you data</li> <li>- to rectify and complete data processed by us</li> <li>- to restrict processing</li> <li>- to receive data you have provided, in a structured, commonly used and machine-readable format (right to data portability)</li> </ul> You also have the right to object to data processing at any time. We will then stop processing your data, unless legitimate grounds exist to continue or where processing serves to assert, exercise or defend legal claims.
<b>The right to complain</b>	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 <a href="https://www.lfd.niedersachsen.de/startseite/">https://www.lfd.niedersachsen.de/startseite/</a> .

Prof. Dr. Joachim Escher  
Director of the Graduate Academy