

Information on the processing of personal data

As of 25 May 2018 the Regulation of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation, GDPR) is directly applicable in all Member States of the European Union.

The GDPR, inter alia, provides for extended information requirements in regard to the processing of personal data. In fulfilment of those obligations (in particular Art 13 GDPR) we are hereby informing you about the processing of your personal data carried out by us.

1. What type of personal data (hereinafter "Data") will be processed?

All personal data given in your application process (application database, application form, CV, letter of motivation, recommendation letters) as well as submitted documents containing personal data (passport, bachelor degree, bachelor transcripts, university degrees, university transcripts, language proficiency certificates, certificate of current residence) as well as further data given during the application process.

If an application for the ADC-fellowship is made, the following data will be processed:

- data of the Austrian Fellowship Application Form (see <https://boku.ac.at/ihg/master-programme/international-joint-master-in-limnology-wetland-management/applicants-degree-from-non-eu-university/fellowships/adc-fellowship>),
- Letter of eligibility for LWM as well as admission or conditional admission letter from IHE Delft
- copy of passport or official identity document / copy of birth certificate

2. What is the purpose of the data processing?

- to complete the application process for admission to the Master's programme (incl. contact and transmission of information in the context of the application for the master programme)
- contact and transmission in the context of the application for the ADC-fellowship;
- to conduct content-related evaluations and statistical analyses.

3. What is the legal basis for the data processing?

Art 6 (1) (a) in connection with Art 9 (2) (a) GDPR – Consent

We would like to point out that the consent can be revoked at any time with effect for the future. This entails the following adverse consequences for you: We cannot complete the application process for admission to the Master's programme. For this reason, no admission to the Master's programme can be granted by the BOKU Study Services.

In case of the application for the ADC-fellowship: no completion of the application and therefore no grant of the fellowship.

Upon revocation of consent we will in any case no longer process your Data for the above-mentioned purpose from this time and, in particular, erase any Data (still) stored.

4. Is there an obligation for you as a data subject to provide your Data to the University of Natural Resources and Life Sciences, Vienna?

No, but in case of non-provision no application and subsequently no admission to the Master's programme can be made.

In case of the application for the ADC-fellowship: the fellowship cannot be granted.

5. Is automated decision-making (including profiling) part of the processing?

No

6. Will the Data be transferred to other persons or entities in whole or in part?

Yes, in the course of processing your Data will be transferred to the following recipients for the above-mentioned purpose:

- After successful application, all documents will be forwarded to the BOKU Study Services, which will carry out the admission. You will be informed about this separately.
- .lowfidelity heavy industries OG, Alser Straße 47/12, 1080 Vienna (processor);
- Members of the LWM Joint Management Committee (= contact person of the respective university - BOKU, Egerton University in Kenya and IHE Delft in The Netherlands)
- Partner Universities (Egerton University in Kenya and IHE Delft in The Netherlands)



- In case of the ADC-fellowship: Austrian Development Agency (Zelinkagasse 2, 1010 Vienna).

7. Are the recipients mentioned under Item 6 located outside the EU/outside the EEA and/or are they an international organisation?

Yes, namely:

Recipient	Third country	International organisation	Level of security (Article of GDPR)
Egerton University	Kenya	No	derogation for a specific situation pursuant to Art 49 (1)

8. How long will the Data be stored and/or what are the criteria for determining the storage period?

Until the end of the relations with the affected person and extending beyond, as long as legal retention periods exist and/or as long as legal claims can still be made of/by this person in relation to the master programme.

9. What are your rights as a data subject?

Generally, you have a right to request from the University of Natural Resources and Life Sciences, Vienna access to and rectification or erasure of your Data or restriction of processing concerning you or to object to processing as well as the right to data portability.

To exercise these rights please contact our data protection officer (for contact details see Item 10).

In addition, you have the right to lodge any appeals you may have with the data protection authority.

10. Contact details of the controller and their data protection officer:

- **Controller**
University of Natural Resources and Life Sciences, Vienna
Gregor-Mendel-Strasse 33
1180 Vienna
- **Data protection officer**
Muthgasse 11/II
1190 Vienna
datenschutz@boku.ac.at

General and more detailed information on the topic of data protection at the University of Natural Resources and Life Sciences, Vienna can be found at www.boku.ac.at/datenschutz.