

# Data Protection Declaration

The University of Graz takes data protection very seriously and will treat your personal data confidentially and in accordance with the legal requirements.

This Data Protection Declaration is designed to inform you, as an applicant for a bilateral or multilateral mobility program or a self-organized mobility at the University of Graz in accordance with Articles 12 and 13 of the General Data Protection Regulation (GDPR), about how and why we will process your personal data, the legal basis for this, and about your rights regarding this data processing by the University of Graz, Universitätsplatz 3, 8010 Graz.

## **Purpose and legal basis of data processing:**

We process your personal data indicated in the application (personal information, information on your stay and bank details – where applicable) as well as your application documents according to the program requirements for the purpose of the application process and (in case of a successful application) for the organization of the mobility in the context of a bilateral or multilateral mobility program or a self-organized mobility at the University of Graz.

The legal basis for this processing is

- the performance of the contract or in order to take steps prior to entering into the contract in the context of the application process and furthermore the organization and completion of the mobility pursuant to Art 6 (1b) GDPR,
- the fulfillment of legal obligations in regards to possible data transfer to the respective competent bodies for the purpose of control and audit duties pursuant to Art 6 (1c) GDPR,
- the legitimate interest of the University of Graz with regard to the quality assurance, increased mobility numbers as well as for public relations and statistical purposes pursuant to Art 6 (1f) GDPR,
- applicants from non-EU/EEA countries: the optional consent for data transfer to OeAD and/or the competent Austrian Embassy/Consulate in advance of your application for the residence status (visa or residence permit),
- the optional consent to being contacted by interested staff.

## **Duration of storage**

- In case of a contract/contractual obligation: Your personal data will be stored as long as necessary for the organization and completion of the mobility/fulfillment of the legal obligation.
- In case of consent: Data processed on the basis of optional consent will be stored until you withdraw consent. In case you withdraw consent, only your personal data absolutely necessary for the purpose of proving your consent or withdrawal will be stored for a period of 3 years from withdrawal.
- In case of legitimate interest: Your data will be processed as long as necessary for the preservation of our legitimate interests or until (justified) objection is raised.

In addition, we will store your data if there are statutory retention periods or if the statute of limitations regarding potential legal claims is still open.

## **Transmission of your personal data:**

Your data will be processed within the University of Graz and – where required – transmitted to the competent supervisory bodies for control and audit duties according to Austrian and European law (e.g. European Anti-Fraud Office, European Court of Auditors [ECA] or Austrian Court of Audit, Austrian Federal Ministry of Finance [Transparency Portal]).

Depending on the respective program your data will be transferred

- to the European Commission and the National Agency (in the case of Erasmus+ mobilities).
- to IT service provider (maintenance of the database „Mobility-Online“).

Furthermore – provided your consent to the respective data transfer in the context of the application – your data as indicated in the respective optional consent will be made available

- to staff at the University of Graz who are interested in a bilateral or multilateral mobility program or a self-organized mobility or have completed/will undertake such a mobility at your home university.
- applicants from non-EU/EEA countries: to OeAD and/or the competent Austrian Embassy/Consulate in advance of your application of the relevant residence status (visa or residence permit respectively).

**Your rights:**

Where the processing of your personal data is concerned, you have the following rights at all times with regard to the University of Graz as controller; these rights can be exercised by emailing: [international@uni-graz.at](mailto:international@uni-graz.at)

- the right of access to the personal data in question (Article 15, GDPR),
- the right to rectification (Article 16, GDPR) or erasure (Article 17, GDPR) or restriction of processing (Article 18, GDPR),
- the right to data portability (Article 20, GDPR),
- the right to object (Article 21, GDPR),
- the right to withdraw consent (Article 7(3), GDPR), which shall not affect the lawfulness of processing based on consent before its withdrawal.

You also have the

- right to lodge a complaint (Article 77, GDPR),

which should be addressed to a Data Protection Authority, in Austria this is the Austrian Data Protection Authority, Barichgasse 40-42, 1030 Vienna, telephone: +43 1 52 152-0, email: [dsb@dsb.gv.at](mailto:dsb@dsb.gv.at).

**Our contact details:**

University of Graz, Office of International Relations, Universitätsplatz 3, 8010 Graz, email: [international@uni-graz.at](mailto:international@uni-graz.at)

Our data protection officer can be contacted at: [dsba@uni-graz.at](mailto:dsba@uni-graz.at)