



## DATA PROTECTION REGULATION

The Consortium of the Joint Master's Programme in Translation (University of Graz and University of Ljubljana) takes data protection very seriously and treats your personal data confidentially and in accordance with legal requirements. This Data Protection Declaration is designed to inform you, as an applicant for the Joint Master's Programme in Translation, in accordance with Articles 12 and 13 of the General Data Protection Regulation (GDPR), on the purpose, legal basis, and your rights regarding the processing of personal data by this Consortium.

### Purpose, scope and legal basis of data processing:

We process your personal data:

- First Name,
- Last Name,
- Academic Title,
- Date of Birth,
- Nationality,
- Gender,
- Postal Address,
- Email Address,
- Phone Number,
- Academic Degree,
- Study Path (name of institution and country where you obtained your degree; subjects studied; thesis topic; dates of enrolment and completion; language of instruction),
- Mother Tongue and further Language Skills

indicated in the (online) application form and application documents for the Joint Master's Programme in Translation on the basis of:

- your consent given in the (online) application for the Joint Master's Programme in Translation.
- the legitimate interest of the Consortium with regard to quality assurance as well as for public relations and statistical purposes.

### Duration of storage:

Your data will only be stored as long as it is necessary so it is possible to comply with the relevant legal requirements and fulfill the above-mentioned purpose. In any case, your data will be stored as long as statutory retention periods or statutory limitation periods for litigation exist.

### Transmission of your personal data:

Your data will be shared only within the Consortium (University of Graz and University of Ljubljana) as outlined above.

Should you apply for an exchange at another Higher Education Institution, your data will also be transmitted to this university.



### **Your rights:**

Concerning the processing of your personal data you have the following rights at all times.

To exercise these rights email: [jointdegrees@uni-graz.at](mailto:jointdegrees@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 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), as the relevant regulatory authority.

### **Our contact details:**

Our contact details are: University of Graz, Office of International Relations, Universitätsplatz 3, 8010 Graz, email: [jointdegrees@uni-graz.at](mailto:jointdegrees@uni-graz.at)

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