

Information on Data Protection according to Art. 13 GDPR for acadEMIA – your academic career

Controller and data protection officer

University of Mannheim
Schloss
68161 Mannheim
Germany
rektor@uni-mannheim.de

Jan Morgenstern
Attorney-at-law & Certified Expert Attorney for
IT Law, Certified Data Protection Officer
datenschutzbeauftragter@uni-mannheim.de

Executive body:
Department of Equal Opportunity and Diversity;
Universität Mannheim, B6, 30-32
office.sgud@uni-mannheim.de

In the following, you will learn which personal data we process for which purposes, which legal basis allows us to do so, how long we process the data, to whom the data may be disclosed and which rights you can assert.

Purpose of data processing and possible consequences of failure to provide personal data

The personal data will be processed by the University of Mannheim to organize and conduct the program, including any directly related follow-up work such as:

- sharing the data with the tutors/trainers/speakers of the program to enable the preparation and delivery of workshops and training sessions,
- collection of statistical data for reporting, quality assurance, and research purposes,
- conducting evaluation surveys and feedback processes to improve the program,
- issuing certificates of participation and maintaining records of training activities,
- sharing email addresses with other participants of the program for coordinating networking activities via email and/or MS-Teams (responsibility for any use of other communication channels such as WhatsApp, Snapchat, etc. lies with the participants).

The indication of the data and processing of the data is required to participate in the program. Application, registration and participation are not possible without the data.

Participation in all workshops and events is mandatory for the candidates, unless they provide a valid reason for their absence in advance, e.g., unforeseen circumstances such as illness. Non-participation without valid reason may affect the issuance of the certificate of participation.

Type of data

A. Data processed for application and participation in the program

- Full name
- Email address
- Date of Birth
- Gender identification
- Spoken language (german/english)
- Information about enrollment at the University of Mannheim
- Information about enrolment in a structured doctoral program:
in this context furthermore (as far as provided):
 - Field of study

- Thesis title
- Supervising institution/department
- Start date of doctoral studies
- Planned end date of doctoral studies
- Information about financing of the doctoral studies

- Existence of an immigration background
- Information about family academic tradition (first-generation academic)
- Information about family circumstances (existence of (single-)parenting / caregiving obligations)
- Existence of disabilities

If provided and additionally consented to:

- photos taken during the program
- CV description
- quotes made within the program

B. Data processed when participating in the evaluation of the program

- Email address
- Log data, such as:
 - timestamps
 - information on delivery/deletion
 - functionality-messages (e.g. mandatory input / empty field)
 - warnings / errors within the systems

Legal basis

A. Legal basis for processing for application and participation in the program

The processing of personal data by the University of Mannheim is based on consent according to Art. 6 paragraph 1(a) of the General Data Protection Regulation (GDPR).

If and to the extent that special categories of personal data are processed, namely information about the existence of disabilities, the processing is based on your explicit consent according to Art. 9 paragraph 2(a) GDPR.

B. Legal Basis for processing for participation in the evaluation of the program

The processing of personal data by the University of Mannheim is based on consent according to Art. 6 paragraph 1(a) of the General Data Protection Regulation (GDPR).

Recipients

A. Application and participation in the program

Some of the data provided (namely: field of study and supervising institution/department of the participants) will be shared with third-party funders of the program (i.e., BMBF, MVK) and the project management agency (i.e., DLR) insofar as this is required for reporting, accountability, or compliance with funding conditions. Wherever possible, data will be provided in anonymized or pseudonymized form.

B. Participation in the evaluation of the program

The survey data is evaluated electronically by using the evaluation software EvaSys. The University of

Mannheim and EvaSys GmbH, Konrad-Zuse-Allee 13, 21337 Lüneburg have concluded a data processing agreement according to Article 28 of the GDPR.

Furthermore, legal regulations regarding archiving must be observed and documents must be offered to the university archive before erasure. The university archive decides whether documents are transferred to the archive or not.

Duration of storage

The personal data will be stored by the University of Mannheim until 31 December 2030 for the administration of the program and in accordance with statutory retention periods and policies of the University of Mannheim.

Your rights

You have the right to

- obtain information about your personal data stored by University of Mannheim according to Art. 15 GDPR
- obtain from the University of Mannheim without undue delay the rectification of inaccurate personal data or have incomplete personal data completed according to Art. 16 GDPR
- obtain from the University of Mannheim the erasure of your personal data according to Art. 17 GDPR
- obtain from the University of Mannheim restriction of processing according to Art. 18 GDPR
- receive your personal data, which you have provided to University of Mannheim, in a structured, commonly used and machine-readable format and to transmit those data to another controller according to Art. 20 GDPR
- Furthermore, you have the right to withdraw consent at any time without giving any reason, without affecting the lawfulness of processing based on consent before its withdrawal. Please contact us to exercise your rights as data subject: office.sgud@uni-mannheim.de
- lodge a complaint with a supervisory authority (The supervisory authority in Baden-Württemberg is the commissioner for data protection and freedom of information of Baden-Württemberg (Der Landesbeauftragte für Datenschutz und Informationsfreiheit Baden-Württemberg) according to Art. 77 GDPR