

Privacy Policy Graduate School CuKnow

This privacy policy contains information about the processing of your personal data when applying for the Graduate School CuKnow of the Karlsruhe Institute of Technology (KIT).

I. Personal Data

For the administration of the Graduate School CuKnow, KIT processes personal data. According to Art. 4, No. 1 of the EU General Data Protection Regulation (GDPR), personal data is "any information relating to an identified or identifiable natural person".

II. Controller

The controller of data processing within the meaning of the GDPR and other data protection legislation:

Karlsruhe Institute of Technology
Kaiserstraße 12
76131 Karlsruhe
Germany
Phone: +49 721 608-0
Fax: +49 721 608-44290
E-mail: info@kit.edu

KIT is a corporation governed by public law. It is represented by the President, Prof. Dr.-Ing. Holger Hanselka.

Our Data Protection Officer can be contacted at datenschutzbeauftragter@kit.edu or by ordinary mail with "Die Datenschutzbeauftragte" (the data protection officer) being indicated on the envelope.

III. Data processing

We process your personal data for your registration to the Graduate School and for the administration of your membership.

The processing of personal data differs depending on whether you use the form "Application for Admission to the Graduate School CuKnow" or the form "Members of the Graduate School, Diary":

1. Application for Admission to the Graduate School CuKnow

When you complete the form to register for application for admission to the Graduate School CuKnow we process the following personal data:

Personal Data for identification

- Title
- First Name
- Last Name
- Email Address
- Address
- Country
- Position

Dissertation Project – Master Data and Proposal

- Title of the Dissertation Project
- Supervisor
- Doctoral Degree pursued
- Beginning of the Doctorate
- Institute
- One pdf-file including: 1) Paper describing the doctoral project and the connection to the subject of the graduate school 2) Curriculum Vitae 3) Copy of the confirmation of registration at KHYS or letter of acceptance as doctoral researchers to the KIT Department 4) Short letter of recommendation from the supervisor (if not part of the graduate school)

2. Members of the Graduate School, Diary

When you complete the form "Members of the Graduate School, Diary" we process the following personal data:

Personal Data for identification

- Title
- First Name
- Last Name
- Email Address
- Address
- Country
- Position
- Gender
- Citizenship

Dissertation Project – Master Data

- Title of the Dissertation Project
- Supervisor
- Mentor

- Doctoral Degree pursued
- Beginning of the Doctorate
- Institute

Diary

- Attended Events Roof (Type of event, Title, Date, If applicable: Grading)
- Attended Events Pillars (Type of event, Title, Date, If applicable: Grading)
- Attended Events Base (Type of event, Title, Date, If applicable: Grading)
- Other

IV. Storage duration

We delete all of the aforementioned data in relation to the membership of the Graduate School, if they are no longer required for the purposes for which they were collected and no statutory retention requirements apply.

V. Recipients

The personal data are processed by the KIT employees responsible for the administration of the Graduate School CuKnow and, if necessary, by supporting organizational units of the administration of KIT. Application materials will be provided to the CuKnow Graduate School Board of Directors, which will decide on admission.

VI. Legal basis

The legal basis for the processing of personal data during registration and application is Art. 6, par. 1 (e), par. 3 (b) GDPR in conjunction with section 2 (1),(2) and section 20 KIT-Gesetz in conjunction with section 12 Landeshochschulgesetz (LHG, Higher Education Act of the state Baden-Württemberg).

VII. Rights

You have the following rights regarding your personal data:

- the right to obtain confirmation as to whether data concerning you is being processed and information on the data processed, further information on data processing, and copies of data (Art. 15 GDPR)
- the right to rectify or complete inaccurate or incomplete data (Art. 16 GDPR)
- the right to erasure of data concerning you without undue delay (Art. 17 GDPR)
- the right to restriction of processing (Art. 18 GDPR)
- the right to object to the future processing of the data concerning you which is based on Art. 6, par. 1, point (e) or (f) GDPR (Art. 21 GDPR)

You also have the right to lodge a complaint with a supervisory authority about the processing of the personal data concerning you by Karlsruhe Institute of Technology (KIT) (Art. 77 GDPR). Supervisory authority of KIT in the sense of Art. 51, par. 1 GDPR is according to Art. 25, par. 1 LDSG:

The State Commissioner for Data Protection and Freedom of Information Baden-Württemberg
(Landesbeauftragter für den Datenschutz und die Informationsfreiheit Baden-Württemberg)

Street address: Königstrasse 10 a
70173 Stuttgart
Germany

Postal address: Post office box 10 29 32
70025 Stuttgart
Germany

Phone: +49 711/615541-0

Fax: +49 711/615541-15

E-mail: poststelle@lfdi.bwl.de