

Information sheet on Art. 13 of the EU General Data Protection Regulation

The following information must be provided to you in accordance with Art. 13 of the General Data Protection Regulation ([GDPR, Regulation \(EU\) 2016/679](#)) when collecting personal data:

1. to Art. 13 section 1 a) and b):

The responsible institution for the collection and processing of personal data is the Georg-August-Universität Göttingen Stiftung öffentlichen Rechts (without University Medicine), Wilhelmsplatz 1, 37073 Göttingen [in the following: University of Göttingen]. The specific data processing office is the Graduate School of Forest and Agricultural sciences (GFA) [in the following: GFA] within the scope of the tasks defined in its regulations (<https://www.uni-goettingen.de/en/532111.html>).

The data protection officer of the University of Göttingen is

Prof. Andreas Wiebe, LL.M. (Virginia),
Platz der Göttinger Sieben 6
37073 Göttingen
e-mail: datenschutz@uni-goettingen.de.

2. on Art. 13 section 1 c):

The collection of personal data is necessary in order to fulfill the tasks of the graduate school as described in § 2 of the GFA regulations, especially

- to ensure the quality assurance of the doctorate (§ 2 section 2 b and section IV of the GFA regulations)
- to advise doctoral candidates (§ 2 Section 2 a)
- to administer participation in courses of the qualification programme, interdisciplinary events, and network meetings (§ 2 section 2 c))
- to process applications for short-term scholarships and grants (§ 2 section 2 d)
- to ensure the non-academic assistance of foreign doctoral candidates (§ 2 section 2 e)
- to contribute to the alumni work (§2 Abs. 2 i)
- to initiate offers in the field of equality, diversity, and family friendliness (§ 2 Section 2 j)
- to carry out and support the examination administration of the doctorates (§2 Abs. 2k)

The collection of your data is a result of the requirements of the doctoral degree regulations of the Graduate School of Forest and Agricultural Sciences, the regulations of the Graduate School of Forest and Agricultural Sciences, the Lower Saxony Higher Education Act ([NHG, §17](#), German only) and/or the Act on Statistics for Higher Education (Hochschulstatistikgesetz - [HstatG, §5](#), German only).

3. to Art. 13 section 1 e):

The personal data will be further processed and shared with other responsible bodies as follows:

- a) Data relevant for your **status as a doctoral student** will only be processed by GFA, the responsible offices of the Deans of studies (Studiendekanate), the examination offices

(including the Graduate committee of the GFA), and the different doctoral programs in the GFA. The data will only be transferred to (and back from) the specific doctoral program the individual doctoral students is a member of. Once a year a comparison with the Controlling Department of the University of Göttingen is scheduled (matriculation number, name, members of the Thesis Committee, if applicable doctoral programme, subject, faculty, e-mail address). The data is also transmitted (anonymized and aggregated) to the relevant commission as part of evaluations of GFA or the individual doctoral programmes.

- b) **Data and information** that you submit **in conjunction with the registration process for courses provided by GFA and its [cooperation partners](#)**, may be submitted to the cooperation partners if it is necessary. In addition to the data mentioned under a), this may also include notification of unexcused absence from courses in accordance with the [regulations governing the registration procedure](#) (binding nature of registration).
- c) **Data and information** that you submit in connection with **applications for short-term scholarships and grants** will be brought to the attention of the responsible commission and, if applicable, the Executive Board for making the awarding decision. The data will be treated strictly confidentially and will not be passed on to other parties.

[4. to Art. 13 section 2 a\):](#)

Doctoral and examination data will be stored in accordance with the statutory retention periods.

[5. to Art. 13 section 2 b\):](#)

You have the right to obtain information about the personal data concerning you and, if necessary, to correct, delete or restrict the processing of this data. There is no right to transfer data whilst performing tasks in the public interest.

[6. to Art. 13 section 2 c\):](#)

If data processing is based on your consent, you have the right to revoke such consent at any time. The data processing carried out until your revocation remains legal as the revocation only applies for future data handling. In this case, your data will be immediately deleted (but see point 8. below).

[7. to Art. 13 section 2 d\):](#)

You have the right to appeal to a data protection supervisory authority (Art. 77 DSGVO), e.g. at the

Landesbeauftragten für den Datenschutz Niedersachsen

Prinzenstraße 5

30159 Hannover

E-Mail: poststelle@lfd.niedersachsen.de.

[8. to Art. 13 section 2 e\):](#)

The provision of data by you relating **to 3 a) (data concerning your status as a doctoral candidate)** is mandatory.

[9. to Art. 13 section 3:](#)

If it is intended to process the personal data for a purpose other than that for which it was originally collected, the University of Göttingen or GFA shall provide the data subject, the specific purpose, and any other relevant information prior to data processing.