

PRIVACY NOTICE

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INTRODUCTION

In accordance with Articles 12, 13 and 14 of the EU Regulation 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereafter the “GDPR”), this Privacy Notice (hereafter “the Notice”) explains how the University of Luxembourg processes and protects your Personal Data in the context of your application to the MSCA COFUND YADIAS (Young Academics Doctoral Fellows IAS) doctoral programme (hereafter the “programme”).

1) WHO ARE WE?

The University of Luxembourg is a public higher education and research establishment, operating under the supervision of the Ministry for higher education.

The University of Luxembourg has its official address at:

MAISON DU SAVOIR

2, place de l'Université

L- 4365 ESCH-BELVAL

Phone number: Tel.: (+352) 46 66 44 1

Internet address: <https://www.uni.lu/en/>

The University has appointed a DPO: reachable during working hours. Further information is provided on [the University website](#) and an email address is available: dpo@uni.lu

2) WHY DO WE PROCESS YOUR PERSONAL DATA?

The personal data we collect from you is an integral part of the information requested to verify the eligibility of your application to the programme. According to the criteria imposed by the European Commission, the YADIAS project team will check whether the applicant is an doctoral candidates, i.e. not already in possession of a doctoral degree at the deadline of the programme's call (30 November 2026), hold a recognised Master-level degree and be eligible to enter doctoral studies in Luxembourg and whether the candidate has been resident or carried out his/her main activity (work, studies, etc.) in Luxembourg for more than 12 months in the three years before the deadline of the call.

3) WHICH PERSONAL DATA DO WE COLLECT AND FURTHER PROCESS?

The personal data processed includes the following:

- Full name
- Citizenship
- ORCID or personal website
- Current address
- Email address
- Current / most recent University or institution
- Principal discipline of the proposal
- Secondary discipline of the proposal
- Education
- Professional experience
- Invited presentations/lectures (conferences, universities, etc.)
- Further dissemination (posters, oral communication, etc.)
- Outreach activities
- Career breaks in studies
- Major achievements

- Prizes and Awards
- Language skills
- List the contact details of 3 referees
- Publications (peer-reviewed journals & conference proceedings, monographs, books, book chapters, etc.)

Please ensure you have duly informed the 3 referees that you will provide their contact details to the University in the context of your application. If they want to be withdrawn from our list please contact the YADIAS team by sending an email to yadias@uni.lu.

4) HOW DID WE COLLECT PERSONAL DATA?

We collect the Personal Data directly from you via the Lime Survey, the Curriculum Vitae and the project proposal documents.

5) ON WHICH LEGAL BASIS DO WE PROCESS YOUR PERSONAL DATA?

The legal basis for the processing of your personal data is laid down in Article 6 (f) GDPR:

- processing is necessary for the purposes of the legitimate interests pursued by the University and yourself as candidate to the programme to ensure your eligibility.

6) WHO ARE THE RECIPIENTS OF YOUR PERSONAL DATA?

- Employees of the University of Luxembourg, specifically those affiliated with the Institute for Advanced Studies (IAS).
- Two staff members from the University of Mons (Belgium) responsible for cross-checking the candidate's eligibility criteria (see eligibility procedure). University of Mons proceeds to the eligibility check on behalf and under the instructions of the University of Luxembourg, acting as its processor.

Please note also that Microsoft OneDrive will be used for the storage of your personal data and the sharing thereof with the University of Mons. This signifies that your personal data will be also processed and accessed by Microsoft, as our processor.

7) DO WE TRANSFER YOUR PERSONAL DATA OUTSIDE OF EUROPEAN UNION?

The use of Microsoft OneDrive for the storage and the sharing of your data may entail transfer of or access to your personal data outside the European Union. The University will take appropriate measures to guarantee the protection of your personal data by including standard contractual clauses on data protection in its contract with Microsoft.

For more detailed information on the appropriate measures taken by the University, please send your request by email to the University's Data Protection Officer at dpo@uni.lu.

8) HOW LONG DO WE STORE YOUR PERSONAL DATA?

The Personal Data provided by you are kept for a duration of 5 years after the end of the YADIAS programme, planned on 31 August 2031.

9) WHAT ARE YOUR RIGHTS WITH REGARD TO THE PROCESSING OF YOUR PERSONAL DATA?

According to the GDPR, you benefit notably from the following rights: right to be informed, right to access to your personal data, right to rectification, right to erasure, right to restrict the scope of the processing, right to object, right to data portability, right to lodge a complaint. The University provides further

information on its website page on the rights you enjoy and on the process to follow to exercise them: <https://www.uni.lu/en/about/organisation/administration/data-protection/your-rights/>.

10) HOW CAN YOU LODGE A COMPLAINT?

If you consider that the Processing of Personal Data relating to you infringes the GDPR, you will have the right – without prejudice to any other administrative or judicial remedy – to lodge a complaint with a supervisory authority, in particular in the Member State of your habitual residence, place of work or place of the alleged infringement.

In Luxembourg, the competent authority is the Commission Nationale pour la Protection des Données (CNPd).

Contact of the CNPD:

Commission Nationale pour la Protection des Données
15, Boulevard du Jazz
Service des réclamations
L-4370 Belvaux
Tel. : (+352) 26 10 60 -1

You can also use their contact form, at: <https://cnpd.public.lu/fr/support/contact.html>

11) APPLICABLE LAW – JURISDICTION

The present Notice shall be governed and construed in accordance with the Luxembourgish law.

Any dispute concerning the existence, interpretation or performance of this Notice which cannot be settled amicably, shall fall within the jurisdiction of the Courts of Luxembourg City, without prejudice to the rights of the Data Subjects to bring the matters before the court where he or she has her place of residence as well as its right to lodge a complaint with the supervisory authority.