

Name:

Date

Address:

Tel.:

Email:

To the Dean  
of the Faculty of Law,  
Universität Regensburg  
for the attention of Ms. Robl  
93040 Regensburg

### **Application for admission to doctorate**

Dear dean,

I hereby apply for admission to the doctoral process at the Universität Regensburg Faculty of Law. I enclose the documents required in accordance with § 7 Para. 2 of the Doctoral Degree Regulations (Promotionsordnung).

I hereby swear on my word of honor, that I have neither already acquired a doctoral degree in law at a university in the Federal Republic of Germany, nor have I tried to acquire such a degree unsuccessfully in the sense of § 4 Para. 2 of the Doctoral Degree Regulations of the Faculty of Law.

Sincerely,

Signature

Appendices

*The privacy policy relating to carrying out the doctoral process at Universität Regensburg is a component of this application form.*

*You can receive this privacy policy together with this application form on the Internet at*

*<https://www.uni-regensburg.de/rechtswissenschaft/fakultaet/studium/promotion/index.html>.*

*Alternatively, you can receive this privacy policy together with this application form at the office of the Dean of the Faculty of Law, Universität Regensburg, 93040 Regensburg,*

*[pruefungssekretariat.jura@ur.de](mailto:pruefungssekretariat.jura@ur.de), Tel. 0941/943-2409.*

# Privacy policy relating to carrying out a doctoral process at Universität Regensburg

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As of: May 25, 2019

**This is a translation of the original "Datenschutzhinweise im Rahmen der Durchführung eines Promotionsverfahrens an der Universität Regensburg" from May 23, 2019. Only that original is legally binding. No legal claims or titles result from this English translation.**

Universität Regensburg places great importance on the protection of your data. For this reason, we give here detailed information on data protection in relation to carrying out a doctoral process at Universität Regensburg. At the same time, we affirm compliance with the valid legal provisions, in particular those of the EU General Data Protection Regulation (GDPR) and the Bavarian Data Protection Act (BayDSG).

## 1) The subject matter of the data protection policy

The data protection concerns your personal data. This means individual pieces of information on your personal or academic circumstances (Art. 4. No. 1 GDPR), which you convey to Universität Regensburg in connection with the doctoral process.

## 2) Purpose of and legal basis for processing your personal data

The data compiled as part of your doctoral process is processed by Universität Regensburg on the basis of legal requirements. These requirements stem from Art. 6 Para. 1 Subpara. 1 Item e of GDPR in accordance with Art. 4 Para. 1 BayDSG, Art. 2. Para. 2, Art. 5, Art. 6 Bavarian Higher Education Act (BayHSchG) and the relevant doctoral degree regulations from Universität Regensburg, and in accordance with Art. 10 Para. 2 BayHSchG, in accordance with Art. 5 Para. 1 No. 1 BayDSG and the Higher Education Statistics Act (Hochschulstatistikgesetz) and in accordance with the Bavarian e-Government Act (Bayerisches e-Government Gesetz), and from Art. 89 GDPR in accordance with Art. 26 Bavarian Data Protection Act (BayDSG) and the Bavarian Archive Act (Bayerisches Archivgesetz) and also from Art. 32 Para. 1 GDPR.

The data collected is used for the following purposes:

- managing and carrying out your doctoral process;
- supporting and promoting young researchers at Universität Regensburg, in particular by providing advice, information and invitations to Universität Regensburg events and awarding doctoral prizes;
- Universität Regensburg alumni work, in particular by providing information and invitations to Universität Regensburg events;
- quality management;
- university statistics;
- faculty bulletins;
- archiving;
- safeguarding the IT system on which the data is saved, and the integrity of the data saved.

### **3) Recipients of the personal data**

#### **Recipients within the university:**

Within the university, the data compiled as part of managing and carrying out the doctoral process is only forwarded to operational units which are involved with carrying out the activities named above.

In accordance with the relevant doctoral degree regulations, as part of the carrying out of the doctoral process, both your dissertation and the examiner's assessments of your dissertation at the relevant faculty will be displayed for assessment by university lecturers and by members of the examination board.

#### **Externally:**

To fulfill the university's obligations under the Higher Education Statistics Act (Hochschulstatistikgesetz), the data named in § 2 Hochschulstatistikgesetz is forwarded to the Bavarian State Office for Statistics (Bayerisches Landesamt für Statistik) (in pseudonymized form).

In accordance with the relevant doctoral degree regulations, the time and place of your oral examination and the title of your dissertation and names of the examiners are made public as part of the doctoral process. Furthermore, this oral examination is open to the public.

In accordance with the relevant doctoral degree regulations, when an external assessment of your doctoral activities is sought, your data is forwarded for this purpose to an external examiner or an external member of the examination board.

In accordance with the relevant doctoral degree regulations, you are required to make your dissertation available under your own name to the scientific public by making copies and distributing it; and, for the purpose of distribution of the dissertation, to deliver a specified number of copies of the dissertation to the university under your own name.

The university regularly informs the public about the fulfillment of its tasks in the area of promoting and supporting young researchers. As part of this, on the successful conclusion of your doctoral process, it publishes your name, the title of your dissertation and the names of your examiners.

### **4) The duration of the storage of your personal data**

Your data is stored as long as it is necessary to fulfill the tasks of the university in accordance with Art. 6 Para. 1 Subpara. 1 Item e GDPR in accordance with Art. 4 Para. 1 BayDSG, Art. 2 Para. 2, Para. 5, Para. 6 BayHSchG and the relevant doctoral degree regulations of Universität Regensburg, in accordance with Art. 10 Para. 2 BayHSchG, in accordance with Art. 5 Para. 1 No. 1 BayDSG and the Higher Education Statistics Act (Hochschulstatistikgesetz) and in accordance with the Bavarian e-Government Act (Bayerisches e-Government Gesetz), and in accordance with Art. 89 GDPR together with Art. 26 BayDSG, the Bavarian Archive Act (Bayerisches Archivgesetz), and in accordance with Art. 32 Para. 1 GDPR.

### **5) The obligation to supply your data**

Your obligation to supply your data stems from the relevant doctoral degree regulations of Universität Regensburg and from the Higher Education Statistics Act (Hochschulstatistikgesetz). Universität Regensburg needs your data to carry out your doctoral process. If you do not supply the data required, your doctoral process cannot be carried out.

## 6) Reference to the general data protection rules of Universität Regensburg

This document is a supplement to the general data protection policy of Universität Regensburg. This can be found under: <https://www.uni-regensburg.de/privacy/index.html>. You can also obtain this in the office of the dean of the faculty carrying out the doctoral process.

## 7) Responsibility and points of contact

The responsible body in accordance with Art. 4 Para. 7 EU General Data Protection Regulation is:

Universität Regensburg  
93040 Regensburg Tel. 0941-943-01  
Email: [kontakt@ur.de](mailto:kontakt@ur.de).

Your point of contact is the Official Data Protection Officer of Universität Regensburg:

Universität Regensburg  
Data Protection Officer  
Landshuter Str. 4  
93047 Regensburg  
Tel. 0941 943-5573, Fax 0941 943-5369, E-Mail [datenschutzbeauftragter@ur.de](mailto:datenschutzbeauftragter@ur.de)