

Privacy Statement - PhD application site

Your privacy is important to us. When you apply for a PhD position, the Vrije Universiteit Amsterdam (VU) will collect and process various personal data of you. This Privacy Statement explains what personal data the VU collects and how the VU uses it.

1. What (types of) personal data will be collected?

The information collected in the application form will be referring to the name, date of birth, nationality, research interests, faculty of choice and interest, funding obtained or intended scholarship, previous education, and interests in services provided by the VU Amsterdam to international PhD candidates.

2. For what purposes will the personal data be used?

We use your personal data for the following purposes:

- a. the assessment of the suitability of you as a candidate for a doctoral program that is or may be vacant;
- b. internal control and organizational security of the VU;
- c. the compliance with a legal obligation to which the VU is subject;
- d. for statistical purposes, if you have given your consent thereto.

3. Who will be able to access the personal data?

Your personal data may be accessed by our employees or other persons engaged on our behalf on a need-to-know basis only.

We may also instruct trusted third parties to perform services in respect of processing your personal data on our behalf. With such service providers we have concluded data processing agreements in order to secure the processing of your personal data. Personal data will not be shared with any other third parties, except where required to do so by law.

4. For how long will the personal data be stored?

The personal data will be deleted at your request and in any case no later than four weeks after the application procedure has ended, unless the personal data are stored with your consent for one year after the termination of the application procedure.

5. How will the personal data be protected?

The VU will make every effort to protect your personal data. We have implemented technical and organizational measures to safeguard your personal data. These measures include, among others:

- a. measures to ensure that personal data is only accessible to authorized staff on a need-to-know basis and only used for the purposes listed above measures;
- b. to protect the personal data against unintentional or unlawful destruction, unintentional loss or revision and unauthorized or unlawful storage, processing, access or disclosure;
- c. measures to identify weak links in the personal data processing systems.

6. Who can I contact when I have a question or a complaint?

Please contact us via email at phd@vu.nl indicating your name and email and in the autoreply to the application.

7. How can I exercise my rights such as the right to request access, rectification, erasure or restriction of processing)?

Please contact us via email at phd@vu.nl indicating your name and email and in the autoreply to the application. Or you may contact us at:

Vrije Universiteit Amsterdam

Attn: Data Protection Officer (*Functionaris Gegevensbescherming*)

De Boelelaan 1105

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