

Privacy Notice

for processing the personal data included in the documents submitted for **the University Research Scholarship Programme – Cooperative Doctoral Programme (hereinafter: “EKÖP-KDP”) Scholarship, funded from the resources of the University Research Scholarship Programme** by Moholy-Nagy University of Art and Design (hereinafter: “MOME”).

The personal data provided will be processed and retained with the **consent** of the data subject and in full compliance with the data protection regulations in force, including in particular the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR).

Data subject means a natural person identified or identifiable based on any information. **In this case, it is the person who makes a statement.**

Personal data means any information relating to an identified or identifiable natural person (data subject). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier, or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Controller means the natural or legal person or an organisation without a legal personality, which, alone or jointly with others, determines the purposes and means of the processing of personal data within the framework of the law or a binding legal act of the European Union, and makes and implements the decisions regarding the processing (including the means used) or has the processor implement them.

Processing means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

Consent of the data subject means any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.

About privacy

The Controller respects the privacy of the data subject and ensures that any personal data provided to it is processed and retained in compliance with the laws in force. The Controller **may only use** the personal data **for the purpose indicated**, and it **shall not combine** it with its databases from other sources and *unless expressly provided for by law*, it will not disclose the personal data processed to third parties without the express consent of the Data Subject, and it will make all reasonable efforts to ensure the protection of such data.

Name and contact details of the Controller:

- Name: Moholy-Nagy University of Art and Design;
- Registered office: H-1121 Budapest, Zugligeti út 9-25.;
- e-mail: info@mome.hu;
- Phone: + 36 70 410 4198;
- Data protection officer: dr. Márk Kovács;
- e-mail: mark.kovacs@galnet.eu

The legal basis for the processing:

- The Data Subject's consent [Article 6(1)(a) of the GDPR].
- The processing is necessary for the performance of a contract to which the Data Subject is party or in order to take steps at the request of the Data Subject prior to entering into a contract [Article 6(1)(c) of the GDPR].

By signing the Consent Form, the Data Subject agrees to the processing of the following personal data:

- The personal data provided by the Data Subject in connection with the EKÖP-KDP application.

The purpose of the processing:

- Checking compliance with the conditions of the call for applications.

Duration of the processing:

- 15 years from the date of submitting the application.

The data can be accessed by:

- the relevant staff of MOME;
- the National Research, Development and Innovation Office; and
- the Ministry of Culture and Innovation.

Data storage and data security:

- The personal data will be stored digitally on MOME's servers located at its registered office (*H-1121 Budapest, Zugligeti út 9-25.*).
- MOME will take appropriate measures to ensure the protection of personal data, in particular from unauthorised access and unauthorised alteration.
- In the event of a personal data breach defined in Article 4(12) of Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR), as the Controller MOME will notify the competent supervisory authority without undue delay, but within 72 hours at the latest after it becomes aware of the personal data breach, and it will notify the Data Subjects inasmuch as the personal data breach is likely to result in a risk to their rights.

The Data Subject's rights related to the processing of their personal data:

No automated decision-making or profiling will be performed during processing based on the personal data.

The Data Subject may exercise their rights *related to the processing of their personal data* and specified in this section by using any of the Controller's contact details provided above, as follows:

- The Data Subject may request information in writing from the Controller about the processing of their data at any time.
- The Data Subject may request the rectification and, *under certain conditions*, the erasure of the data provided in the statement.
- Rectification is not possible in the case of recordings, but the Data Subject may request the erasure of a recording (the part relating to them).
- The Data Subject may, *under certain conditions*, request the Controller to restrict processing.
- The Data Subject is entitled to receive the data that he or she has provided to the Controller (the right to data portability).
- In the event of unlawful processing, the Data Subject may bring a civil action.
- In the event of an actual or threatened violation of their rights related to the processing of personal data, the Data Subject may lodge a complaint with the National Authority for Data Protection and Freedom of Information (www.naih.hu, H-1055 Budapest, Falk Miksa utca 9-11., Phone: + 36 1 391 1400).
- The Data Subject may withdraw his or her consent at any time by sending an email to the email address provided (with the exception of personal data whose processing is required by law). The withdrawal of consent will not affect the lawfulness of the processing carried out until then.

If you believe that we have not acted lawfully when processing your personal data, please first communicate your comments or requests to us (the Controller), *using one of our contact details above*, so that we can process and handle your comments as quickly and efficiently as possible.