

Privacy Notice

– for data processing in relation to the Stipendium Hungaricum Sports scholarship programme –

1. PURPOSE OF THE DOCUMENT

The purpose of this document is to provide information about the principles of data protection and data processing applied by the Tempus Public Foundation regarding the Stipendium Hungaricum Sports scholarship programme.

The Tempus Public Foundation (hereafter referred to as the “Data Controller”) processes the personal data of those who apply for and participate in the Stipendium Hungaricum Sports scholarship programme.

Should you require further information, please refer to the Data Controller’s website, where you will find additional details in the Privacy Policy and other relevant information:

<https://tka.hu/30/jogi-nyilatkozat>.

2. DATA CONTROLLER

Name: Tempus Public Foundation

Represented by: Károly Czibere, president

Headquarters: 1077 Budapest Kéthly Anna tér 1.

Contact details of the data protection officer: adatvedelem@tpf.hu

Phone: + 36-1-237-1300

Mailing address: 1438 Budapest 70, Pf. 508.

3. SCOPE OF THE PERSONAL DATA PROCESSING

In connection with the scholarship, we process the personal data categories listed in Annex 1 of this Notice.

Regarding health care data, you are required to upload a medical certificate as part of the application. We need this document exclusively for the purposes of the application procedure. It should be about your general health condition and that you have no infectious disease.

After the admission procedure has been completed, the Data Controller shall retain the health data in accordance with the provisions of the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council, hereinafter “GDPR”). In accordance with Chapter XXI, Article 80 (2c) of Act CCIV of 2011 on National Higher Education (hereinafter “ANHE”), in order for the Applicant or Scholarship Holder to be able to participate in the application procedure and win the scholarship, the Data Controller processes his or her personal data necessary to carry out the medical fitness examination from the time of submission of the application until the termination of the scholarship holder’s scholarship status, or until the termination of the selection procedure in the case of Applicants who did not win the scholarship. According to the ANHE, the Data Controller, the higher education or other training institutions participating in the implementation of the Programme (hereinafter “Higher Education Institutions”), as well as the ministry responsible for the operation of

the Programme may mutually transmit to each other the Applicant or Scholarship Holder's data specified in this point.

After the admission procedure, the data will be kept for 10 years together with all relevant personal data according to the provisions of the general data protection rules.

In case you have indicated on the application form that you are also interested in self-financed studies, your personal data will be processed for the purpose of sending you information about self-financed study opportunities.

If any modification or change occurs in your data processed by the Data Controller, please notify us immediately at shsportscholarship@tpf.hu

4. THE LEGAL BASIS, OBJECTIVE AND METHOD OF DATA PROCESSING

4.1 Data processing during the application process

The data processing is necessary for the performance of a task carried out by the Data Controller in the public interest as set out in Article 6 (1) (e) of the GDPR, such public interest being the interests of Hungarian vocational training, education, research and development.

With regards to data related to the health status of the Applicant (see point 3 above), the processing of the data is based on the explicit consent of the Applicant (Art. 9 (2) a) GDPR).

The data processing lasts until the evaluation of your application. In case your application is successful, for the further processing of your data during your studies see point 4.2. In case your application is not chosen for Stipendium Hungaricum Sports scholarship, your data is processed exclusively for the purpose of data storage and research, in the framework of the legal duties of the Data Controller. In this case, your data is stored for 10 years after the application process.

4.1.2 The primary purpose of data processing during the application procedure is to evaluate and process your application. Furthermore your data may be used for research purposes anonymously. In case you do receive a positive decision on your application, your data is going to be stored for 10 years as Tempus Public Foundation has to keep such data according to its funding agreements. In case you receive a positive decision on your application, point 4.2 applies.

4.2 Data processing of Stipendium Hungaricum Sports scholarship Holders

4.2.1 The data processing is necessary for the performance of a task carried out by the Data Controller in the public interest as set out in Article 6 (1) (e) of the GDPR, such public interest being the interests of Hungarian vocational training, education, research and development.

During the application procedure the data controller uses all relevant personal data for the different phases of the application: the submission of applications, forwarding the application to the higher education institutions for admission exams, notification on the result of the admission and visa procedure. After the decision on granting a scholarship to a student, the data controller is keeping will use the data of the student for reports to the relevant governmental bodies and health care providers responsible for medical screenings. After the termination of the scholarship status, the data controller

will retain the data only for record-keeping, follow up and alumni purposes. The Privacy Policy concerning Stipendium Hungaricum Sports alumni is available on the following link: <https://alumninetworkhungary.hu/terms-conditions-and-privacy-policy>

4.2.2 The purpose of the processing of the personal data of Stipendium Hungarian Sports scholarship holders is the implementation of your studies under the scholarship. The data controller uses the data you have provided for this purpose as well as for research purposes. If your application receives positive decision your data will be retained and used according to the scholarship programme's rules and regulations. Your data will be kept for 10 years after end of your scholarship holder status.

4.3 Data processing for the purpose of providing information about self-financed study opportunities

4.3.1 The data processing is necessary for the performance of a task carried out by the Controller in the public interest as set out in Article 6 (1) (e) of the GDPR, such public interest being the interests of Hungarian vocational training, education, research and development .

4.4 Data processing for the purposes of the Stipendium Hungaricum newsletter

4.4.1 The data processing is necessary for the performance of a task carried out by the Data Controller in the public interest as set out in Article 6 (1) (e) of the GDPR, such public interest being the interests of Hungarian vocational training, education, research and development .

4.4.2 The purpose of data processing in relation to the newsletter is to give information on any amendment of the Stipendium Hungaricum rules and regulations; on any changes in the management of the scholarship programme; and also on events and novelties of the scholarship programme.

4.5 The data controller may not use the provided personal data for purposes other than those set out in these points.

4.6 The data controller does not verify the personal information you provide. The authenticity of the data given is your sole responsibility. When submitting your e-mail address, you also assume liability for being the sole user of the e-mail address provided. With respect to this liability, any communication from such e-mail address will be attributed solely to you as the person who registered the e-mail address.

5. THE DURATION OF DATA PROCESSING

The duration of the data processing is 10 years counted from submitting the final report to the entitled Higher Education Institution in case of successful applications, 5 years counted from the evaluation of the application in case of non-successful applications, and 3 years counted from the end of the application period in case of non-finalised applications. Notwithstanding the aforementioned, after the lapse of the mandatory period of data retention, if the data subject does not consent to the processing, the processing shall last until the data subject effectively objects to the processing of his or her personal data. As per point 3, in the case of Scholarship Holders the mandatory processing of personal data related to the medical fitness examination lasts until the termination of the scholarship status, and until the termination of the selection procedure in the case of Applicants who did not win the scholarship. The duration of data processing regarding newsletters lasts until the end of your

scholarship status, which is determined on the basis of the report provided by the Higher Education Institution on the legal student status of scholarship holders after the end of each semester. Higher Educational Institutions provide such data on 30 October and 15 March each year.

6. ENTITIES WITH ACCESS TO THE DATA, DATA TRANSFER AND DATA PROCESSORS

6.1 It is primarily the Data Controller and its internal staff who are entitled to access your personal data, to the extent necessary and appropriate, in order to perform their tasks and duties. Besides the Data Controller, the following authorised persons are allowed access to your data:

- Sending partners are responsible for the promotion of the scholarship programme in their respective countries and the selection of the applicants. Sending partners will use personal data for internal evaluation and they will also nominate the applicants according to their own rules and regulations.
- The Higher Education Institution offering the course you apply for and with whom you will make an educational contract. The Higher Education Institution ensures that your data will be processed in compliance with the GDPR.
- The respective higher education institution will process your data within the institution in order to organise and process entry examination and enrolment, as well as during your studies at the institution. The higher education institution is entitled to provide access to your data within the institution, to the extent necessary and appropriate, to any employee responsible for the above-mentioned duties.
- Legal authorities of Hungary: Stipendium Hungaricum Sports scholarship is a programme established and funded by the Hungarian Government, therefore several governmental authorities have access to the data. The Ministry of Foreign Affairs and Trade and the Ministry of Culture and Innovation are the main actors whom Tempus Public Foundation regularly reports to about the development and status of the programme. The Ministry of Foreign Affairs and Trade, as well as the Embassies and Consulates of Hungary are also involved in the follow up and development of the Stipendium Hungaricum Sports scholarship programme. The Ministry of Interior, along with other bodies responsible for immigration and national security, might also have access to your data. All legal authorities have access rights, to the extent necessary and appropriate for the performance of their duties, to the personal data you provide.
- Health care providers responsible for the medical screenings of the awardees also have access to your data.
- The higher education institutions to which TPF forwards the applicant's data in relation to self-financed study opportunities, provided that the applicant indicates in the application that he or she is interested in self-financed study programmes, also have access to your data.

Based on above – during the follow up and development of the programme – the Hungarian Embassies and Consulates staff dealing with higher education are entitled to access your personal data with the purpose of informing you about further scholarships and professional events, if you have consented to this. They are also authorised to contact you in such matters.

6.2 The Data Controller may use processors as per the GDPR to operate, as external service providers, its IT system.

7. THE RIGHTS AND RECOURSE TO LAW AVAILABLE TO DATA SUBJECTS

For more information on the rights of the data subject, see Articles 14-22 of the GDPR. The data subject's right to have control over his or her personal data shall continue to apply for the duration of the processing.

The data subject may exercise his or her rights by sending an email to the Data Protection Officer at the contact details provided in point 2. The Data Controller shall examine the request as soon as possible and within one month of submission at the latest. The Controller shall decide whether the request is justified and inform the data subject in writing (in particular by electronic means) of the decision.

7.1 Right to be informed: The Data Controller shall inform the data subject of the details of the processing by issuing a notice, and the data subject shall have the right to request further information on the processing of his or her personal data at any time.

7.2 Right of access to personal data: At your request, the Data Controller must provide you with information regarding your personal data it processes, the data processed by the data processor entrusted by it, the source of such data, the purpose, legal basis and duration of the data processing, the data processor's name, address and activities in case of the processing of the data by an external service provider, the circumstances and effects of any personal data breach, the measures taken to remedy the personal data breach, and – in the case of transmission of the personal data – the legal basis and the recipient of the data transfer. The Data Controller must provide the requested information in writing within 30 days of the submission of the request.

The Data Controller – through its data protection officer – keeps a record to supervise personal data breaches and keep you informed of any measures taken in connection with the breach of your personal data, including the personal data concerned, the scope and number of persons affected by the personal data breach, the date, circumstances and effects of the personal data breach and the measures implemented in order to remedy the breach, as well as any other data specified in the laws governing the data processing.

7.3 You can exercise your rights related to the processing of your personal data via the following contact details:

E-mail address: adatvedelem@tpf.hu

You may contact the Data Controller's data processing officer with any questions or observations regarding the processing of data via the contact details provided above.

7.4 Right to rectification: You are entitled at any time to request the rectification of any inaccurately recorded data. Upon any change in your personal data during your studies, you are allowed to update your data within the application system. If any difficulty occurs, you can request the rectification of your data at the shsportscholarship@tpf.hu email address, and TPF customer service will correct the data within one month of the receipt of the request.

7.5 Right to restriction of processing: The data subject may request the controller to store only part of his or her personal data and not to carry out any other processing operation (e.g. organisation, structuring, combination, transmission). Restriction of processing may be requested for the following reasons:

- (a) the data subject contests the accuracy of the personal data;
- (b) the processing is unlawful and the data subject opposes the erasure of the data; or
- (c) the controller no longer needs the personal data but the data subject requires them for the establishment, exercise or defence of a legal claim.

7.6 Right to erasure (“right to be forgotten”): The data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay and the controller shall have the obligation to erase personal data without undue delay where one of the following grounds applies:

- (a) the personal data are no longer necessary in relation to the purposes for which they were collected or otherwise processed;
- (b) the data subject withdraws consent on which the processing is based according to point (a) of Article 6(1), or point (a) of Article 9(2) of the GDPR, and where there is no other legal ground for the processing;
- (c) the data subject objects to the processing pursuant to Article 21(1) of the GDPR and there are no overriding legitimate grounds for the processing, or the data subject objects to the processing pursuant to Article 21(2);
- (d) the personal data have been unlawfully processed;
- (e) the personal data have to be erased for compliance with a legal obligation in Union or Member State law to which the controller is subject;
- (f) the personal data have been collected in relation to the offer of information society services referred to in Article 8(1) of the GDPR.

7.7 Right to object: The data subject may object at any time to processing necessary for the performance of a task carried out in the public interest. In the event of an objection, the Controller shall only continue to process the personal data of the data subject if the data controller can demonstrate compelling legitimate grounds for doing so which override the interests, rights and freedoms of the data subject or are related to the exercise of legal claims.

In case of complaint, you may apply to the Hungarian National Authority for Data Protection and Freedom of Information (1055 Budapest, Falk Miksa u. 9-11., www.naih.hu).

7.8 If you have provided third-party data for the application, the Data Controller is entitled to seek damages from you. In such cases, the Data Controller must provide all available assistance to the competent authorities for the purpose of establishing the identity of the infringing person.

8. OTHER PROVISIONS

8.1 In all cases where the Data Controller intends to use your personal data for purposes other than the purpose of the original data collection, it will notify you and obtain from you your prior express consent, and will provide you the opportunity to prohibit such use.



8.2 The Data Controller undertakes to ensure the security of the data, to implement technical measures to ensure the protection of the recorded, stored or processed data, and to do everything in its power to prevent the destruction, unauthorised use and unauthorised alteration of the data. The Data Controller also undertakes to call on any third party to whom the data may be transferred to comply with these obligations.

8.3 The Data Controller reserves the right to unilaterally modify the rules and information on its website regarding the processing of data.

Annex 1. Application form





Place of your photo

Name





Region:

Applicant ID:

1 Place of your selected study programme

2 Place of your selected study programme

Profile

Personal information

Given name(s)

Middle name(s)

Family name(s)

Previous family
name

Gender

Citizenship

Double citizenship

Country of residence

Parents' information

Mother's given
name(s)

Mother's previous
family name

Social security
number in World (if
any)

Passport number

Issue date

Expiry date

Country of issue

ID-card number

Issue date

Expiry date

Country of issue

Date of birth

Country of birth

Place of birth

Social security (TAJ)
number Hungarian (if any)

Have you been a

scholarship holder in the
Stipendium Hungaricum or
other bilateral programme
financed by Hungary?

Hungarian tax ID number
(if any)

Organization

Organisation details

Organisation name

Registration nr

Registration year

Registration
country

Official email

Contacts

E-mail

Address

Street address

House number

City, town, village

Postal code

Country

Correspondence address

Street address

House number

City, town, village

Postal code

Country

Telephones

Evening / home

Day / work

Mobile

Skype

Education

Level of education	Status of studies
Official name of school / university / institution	Start of studies
Programme name	(Expected) graduation
Scientific discipline	Nominal length
Subfield	Mode of study
Diploma name	Financing source
Diploma number	Country
Diploma issue date	City
Diploma issued by	Study location
Diploma issue location	Study language
	GPA / Average grade
	Maximum GPA / Average grade possible

Level of education	Status of studies
Official name of school / university / institution	Start of studies
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Diploma name	Financing source
Diploma number	Country
Diploma issue date	City
Diploma issued by	Study location
Diploma issue location	Study language
	GPA / Average grade
	Maximum GPA / Average grade possible

NEPTUN Code (if any)

Languages

Native language

Foreign language

Proficiency

Studies /
experience

Foreign language

Proficiency

Studies /
experience

Foreign language

Proficiency

Studies /
experience

Do you speak Hungarian
and plan to perform your
studies in Hungarian?

Work experience

Employer (company name)

From

To

Type of business or sector

Occupation or position

Your responsibilities, acquired skills and competences

Activities and hobbies

Organization's name

From

To

Nature of your activity

Organization's name

From

To

Nature of your activity

Organization's name

From

To

Nature of your activity

Organization's name

From

To

Nature of your activity

Motivation letter

Other

Medical info

If you are not nominated
in the Stipendium
Hungaricum Programme,

Other relevant information

Do you apply for full or
partial (exchange) studies?

If you apply for partial
(exchange) studies, please
indicate in which semester
would you like to study.

If you apply for partial
(exchange) study please
indicate the duration of
your planned study (in
months)

Place of the uploaded documents

Confirmation

I confirm that all statements made in this application are correct, truthful and complete. I agree that the university may verify the authenticity and accuracy of the documents and information I have provided. I also understand and agree that if the university determines that I have provided false or misleading information, it has the right to contact appropriate individuals, institutions or organizations affected by such false information and to inform them of its discovery. The university has the right to send my educational documents to ENIC/NARIC Center for evaluation.