

Associate Professor Ragna Lorentzen Foundation: Privacy policy

The activities of the Foundation are carried out to meet the Foundation's objectives, as stated in the Foundation's charter. This privacy policy describes the way in which we collect and process your personal data in connection with meeting the Foundation's objectives.

Data controller

The Foundation has a legal responsibility to process your personal data in compliance with its objectives:

Name of the Foundation: Associate Professor Ragna Lorentzen Foundation

C/O: Danish School of Education, Aarhus University, Tuborgvej 164, 2400 Copenhagen NV

Contact: RL.Legat@edu.au.dk

Personal data about applicants for study grants and/or funding

We collect your personal data when you or other individuals contact the Foundation and submit your personal data in connection with applications and/or nominations for study grants and/or funding. Please note that the collection of certain personal data is always necessary when applying for study grants from the Foundation. The relevant application forms explain whether the submission of personal data is compulsory or optional. If you choose not to submit the compulsory personal data, you may not be able to apply for the desired study grant and/or funding. If you submit personal data about other people (your supervisor, for instance), please obtain the consent of the person concerned before submitting this data to the Foundation.

We collect and use personal data for the following purposes:

- Processing applications for study grants and/or funding, disbursing the money and communication with applicants
- A certain amount of follow-up to check that funds and study grants have been received (this is for statistical purposes and impact measurement)

We collect the following types of personal data:

- Standard personal data, including name, citizenship, email, address, phone number, student registration number, educational background, study location, account number, budget/finances, including data about the applicant's household (for instance the applicant's tax returns and statements), and perhaps grades on diplomas and data about study trips
- Civil registration number
- Sensitive personal data (if you decide to include this in your application)

The legal basis for our collection and use of your personal data is the Danish Data Protection Act (*databeskyttelsesloven*), which supplements EU Regulation No. 2016/679 on the protection of natural persons with regard to the processing of personal data (abbreviated "GDPR").

- GDPR article 6.1.b, according to which your application for a study grant/funding is deemed necessary prior to entering into a contract for the disbursement of any such study grant and/or funding
- GDPR article 6.1.c, according to which we may have a legal obligation to process personal data in connection with reporting to public authorities such as the Danish Customs and Tax Administration
- GDPR article 6.1.f, according to which the processing of your personal data may be necessary for the purposes of the legitimate interests pursued by the Foundation

In connection with meeting the above-mentioned objectives, your personal data may be disclosed to external parties with whom we enter into an agreement on the administration of the Foundation, or if this is required in accordance with relevant legislation. We will not sell your data to any third parties.

Personal data about employees and board members – see the Danish version of the Foundation’s privacy policy

Storage and access to personal data

We will only store your data for as long as we are required to do this to comply with legal requirements, including the Danish Bookkeeping Act (*bogføringsloven*) and the Danish Archives Act (*arkivloven*). We may process and store your data for longer than this if the data has been anonymised, which means that we can no longer trace the data back to you.

You have the following rights if we process your personal data:

- The right of access – you have the right to see your personal data that is processed by the data controller, and to receive certain information concerning this processing
- The right to rectification – you have the right to have inaccurate/incorrect personal data about you corrected
- The right to erasure, or the “right to be forgotten”
- The right to restriction of processing
- The right to data portability – in some cases, you have the right to receive your personal data and to request that your personal data is transferred from one data controller to another
- The right of objection – you have the right to object to the otherwise lawful processing of your personal data
- The right not to be subject to an automatic decision based solely on automated processing, including profiling

If you wish to exercise any of your rights or complain about the processing of your personal data, you are welcome to contact us. You can also complain to the Danish Data Protection Agency, Borgergade 28, 5., 1300 Copenhagen K.