

## Privacy Statement

– for data management in connection with participation in Hungarian Summer University Courses in the framework of the Hungarian Diaspora Scholarship Programme

### 1. PURPOSE OF THE STATEMENT

The purpose of this Statement is to provide information about the principles of data protection and data management applied by Tempus Public Foundation regarding the Hungarian Diaspora Scholarship (hereinafter referred to as Programme).

Tempus Public Foundation (hereinafter referred to as *the Data Controller*) manages the personal data of those who apply and successfully participate (hereinafter referred to as *the Applicant/Scholarship Holder*) in the Programme.

### 2. DATA CONTROLLER

Name: Tempus Public Foundation

Represented by: Károly Czibere, president

Headquarters and mailing address: 1077 Budapest Kéthly Anna tér 1.

Data protection officer: dr. Dóra Dékány

Phone: + 36-1-237-1300

E-mail: [adatvedelem@tpf.hu](mailto:adatvedelem@tpf.hu)

### 3. SCOPE OF THE PERSONAL DATA MANAGEMENT

3.1. In relation with applying and participating in the Programme, the Data Controller will manage the personal data of Applicants as listed in Annex 1 of this Statement.

3.2. The health care data is required for the purposes of the application procedure and the medical screenings of scholarship awardees. The certificate should clearly state the general health condition of the Applicant and certify that the Applicant has no infectious disease. After the admission procedure, the Data Controller keeps the health care data in compliance with the provisions of the EU General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council, hereinafter: GDPR). In accordance with § 80 (2c) of Chapter XXI of the Act CCIV of 2011 on National Higher Education (hereinafter: ANHE), in order for the Applicant and Scholarship Holder to be able to participate in the application procedure and win the scholarship, the Data Controller processes their 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 - in the case of Applicants who did not win the scholarship – until the end of the selection procedure. According to the ANHE, the Data Controller, the higher education or other training institutions participating in the implementation of the Program (hereinafter: Higher Education Institutions), as well as the professional supervisory body responsible for the operation of the Program may mutually transmit to each other the data of the Applicant or Scholarship Holder that is specified in this point.

3.3. 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.

3.4. In the event of a change in any of the particulars submitted by the Applicant during the data management period, the Applicant shall notify the Data Controller immediately in writing at [diasporascholarship@tpf.hu](mailto:diasporascholarship@tpf.hu)

#### 4. THE LEGAL BASIS, OBJECTIVE AND METHOD OF DATA MANAGEMENT

##### 4.1 Data management during the application process

4.1.1. The management of data is based on the Applicant's information-based statement, including the Applicant's consent to the use and management of their personal data provided during the submission of their application through the online application system. Legal Basis for the management of data: Article 6 (1) (b) of Regulation (EU) 2016/679 (General Data Protection Regulation) – preparation of contract signing.

The data of the Applicant is processed until the evaluation of the application. In case the Applicant is not awarded with the Hungarian Diaspora Scholarship, their data will be processed solely for the purposes of data storage and research (except cases described in Art. 4.2), in compliance with the legal duties of the Data Controller. In this case, the Applicant's data are stored for 10 years after the submission of their application.

In case of a successful application procedure, the further management of the Applicant's data is described in section 4.2 of the Privacy Statement.

4.1.2. The primary purpose of data management is to evaluate and process the Applicant's application. Furthermore, the Applicant's data might be used for research purposes anonymously. In case the Applicant is awarded with the Hungarian Diaspora Scholarship, their status thereafter will be considered as Diaspora Scholarship Holder (hereinafter referred to as the Scholarship Holder), and the provisions section 4.2 of the Privacy Statement will enter into force.

##### 4.2 Data management of Diaspora Scholarship Holders

4.2.1. The management of the data of the Scholarship Holder is based on the contract between the Scholarship Holder and the respective Higher Education Institution where the Scholarship Holder is admitted within the framework of the Program (hereinafter referred to as the Host Institution). Legal Basis for the management of data: Article 6 (1) (b) of Regulation (EU) 2016/679 (General Data Protection Regulation).

During the application procedure, the Data Controller shall use all relevant personal data of the Applicant for the different phases of the application process: the submission of the application; forwarding the application to the Higher Education Institutions for admission examinations; notification on the result of the admission examination; visa application procedure; etc.

After the decision on awarding the Hungarian Diaspora Scholarship to the Applicant, the Data Controller shall manage the data of the Applicants and the Scholarship Holders for reporting to the relevant governmental bodies as well as the health care providers responsible for medical screenings.

After the termination of the scholarship status, the Data Controller shall keep the data for recording, follow-up and alumni purposes, as well as for the follow-up of the obligations that the Scholarship Holders have after finishing their study programme (e.g., passing a Hungarian language exam, completing community work). The Privacy Policy related to alumni purposes is available at <https://alumninetworkhungary.hu/terms-conditions-and-privacy-policy>

The Applicant provides the data when applying for the Programme through the following online application surface: <https://apply.diasporascholarship.hu/>

4.2.2. The data of the Scholarship Holder shall be used for the purposes of the Scholarship Holder's participation in the Programme. The Data Controller shall use the data provided by the Scholarship Holder for the implementation of the Programme; furthermore, the statistical data of Scholarship Holders might be used for research purposes anonymously. The data provided by the Scholarship Holder shall be kept until 10 years after the termination of the scholarship period and shall be used in compliance with the Programme's prevailing regulations.

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

4.3.1. The Management of data is based on the voluntary consent of the data subject. Legal Basis for the management of data: Article 6 (1) (a) of Regulation (EU) 2016/679 (General Data Protection Regulation).

4.4. Data management for the purposes of the Diaspora newsletter

4.4.1. The management of data is necessary for the purposes of the legitimate interests pursued by the Data Controller. Legal Basis for the management of data: the legitimate interest of the Data Controller according to Article 6 (1) (f) of Regulation (EU) 2016/679 (General Data Protection Regulation)

4.4.2. The purpose of data management in relation with the Diaspora newsletter is to provide the Scholarship Holder with accurate information on any modification of the Programme's rules and regulations; any changes related to the operation of the Programme; and events and novelties related to the Programme.

4.5. The Data Controller shall not use the personal data provided by the Scholarship Holder for any other purposes than those set out in sections 4.1, 4.2, 4.3 and 4.4 of the Privacy Statement.

4.6. The Data Controller shall not verify the personal information provided by Applicants and Scholarship Holders. The Applicant/Scholarship Holder shall bear the full responsibility for the authenticity and veracity of the data provided. Upon submitting their e-mail address, the Applicant/Scholarship Holder also assumes the liability for being the sole user of the e-mail address

provided, and thus, any entry from the provided e-mail address shall be attributed solely to the Applicant/Scholarship Holder.

## 5. THE DURATION OF DATA MANAGEMENT

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, and 5 years counted from the evaluation of the application in case of non-successful applications, and 3 years counted from end of the apply term by the non-finalized applications. In that case, the duration of data processing lasts until the withdrawal of your agreement. The duration of the data management regarding the purpose of providing information about self-financed study opportunities lasts until withdrawal of the consent, but maximum 3 years counted from the submission of the application.

The duration of the data management regarding the newsletter lasts until the end of your scholarship status, which is defined by the report of the Higher Education Institution on the termination of the legal student status at the end of each semester. Higher Educational Institutions provide data on 30 October and 15 March each year.

## 6. SCOPE OF ENTITIES WITH ACCESS TO THE DATA, DATA TRANSFER AND DATA PROCESSING

6.1. It is primarily the Data Controller and - in order to accomplish their operational undertakings – its internal staff, as well as the entities legally authorised to monitor the scholarship who are entitled to access the data provided by Applicants and Scholarship Holders.

Beyond these, the following entities are entitled to access the Applicant's and Scholarship Holder's data:

6.1.1. Diaspora organisations and Honorary Consuls are responsible for issuing recommendation letters for the Applicants of the Hungarian Diaspora Scholarship and Scholarship Holders turn to them in connection with the community work to be completed within the framework of the Programme. Diaspora organisations and Honorary Consuls shall use the Applicants' data for their internal evaluation and recommendation procedures, and for receiving the (former) Scholarship Holders for community work.

6.1.2. a) Host Institutions where the Applicant applies are entitled to use the Applicant's data for the evaluation of the application and the proceedings of the admission examinations. Host Institutions shall use all data provided by the Applicant in compliance with the provisions of GDPR. The Host Institution is entitled to forward the data within the institution to the institutional employees who are responsible for the organisation and implementation of the admission examinations.

6.1.2 b) The Host Institutions where the Applicant is admitted as a Scholarship Holder are entitled to use the Scholarship Holder's data for purposes related with the implementation of the Programme. Host Institutions shall use all data of the Scholarship Holder in compliance with the provisions of GDPR.

6.1.3 Legal authorities of Hungary: as the Programme is a governmental programme, legal authorities operating in relation with the Programme shall be eligible to access the data of Applicants and

Scholarship Holders. The ministry responsible for Higher Education is the main actor whom Tempus Public Foundation sends reports regularly about the development and status of the programme. The Ministry responsible for Foreign Affairs, the Embassies and Consulates of Hungary are also involved in the follow up and development of Diaspora scholarship programme. The Ministry responsible for Interior matters with several bodies is responsible for immigration and security matters. All legal authorities have access rights.

6.1.4. Members and appointed experts of the Diaspora Scholarship Committee, the cooperating body – specified in the Government Decree 203/2020 (14 May) – taking part in the evaluation of the applications.

6.1.5. Higher Education Institutions to which TPF forwards the Applicant's data in relation to self-financed study opportunities, provided that the Applicant indicates in his/her application that he/she is interested in self-financed study programmes.

6.1.6. Tempus Public Foundation's partner organisations that organise diaspora events for the Scholarship Holders in connection with the Hungarian language and culture. Personal data will be processed by the partner organisations during the event registrations process, and for the implementation and evaluation of the events, as well as for the purpose of informing Tempus Public Foundation about the fulfilment of the participation. Within the framework of the Programme, the partner organisations concerned may access the first and last name of the Scholarship Holders as well as data about their study programmes (name of institution and faculty, name and language of study programme).

## 7. THIRD PARTY DATA PROCESSOR

7.1. The Data Controller may use a third party entity as Data Processor, in order to operate the online application system.

7.1.1. Name of the Data Processor: Dream Group Plc. (hereinafter referred to as *the Data Processor*)

7.1.2 Activity: operation and maintenance of the online application system: DreamApply

7.1.3 Dream Group Plc, as the provider of the online application system shall handle and process personal data of the Applicants on behalf of Tempus Public Foundation throughout the application procedure. The main purpose of data management – including the sharing of Applicant's data with the entitled entities detailed in section 6.1 - is to operate the online application process related to the Programme.

7.2 Categories of data in DreamApply:

7.2.1 User Data (personal data): personal information required for submitting application(s) in the online system, including primarily: personal identification data (date and place of birth, mother's maiden name, citizenship, etc.); contact information; information about prior education and experience; information about language skills and other relevant information necessary for the application process.

7.2.2 User Data (sensitive data): with the frameworks of the Programme, only health related sensitive personal data shall be collected from the Applicant, i.e.: the general medical certificate required for the submission of the application.

7.3 The subject matter of the data management:

The personal data transferred will be subject to the following basic processing activities:

- a) application filing and processing within the Host Institution;
- b) statistical reports, based on the anonymous data about the Applicants;
- c) research purposes, based on the anonymous data about the Applicants;
- d) automatic requirements analysis;
- e) offer and document generation within the online application system;
- f) marketing activities: collection of contact details, study interests and data about information channels.

7.4. The duration of data management by the Data Processor:

7.4.1. The Data Processor shall store the data of Applicants in compliance with the data storage provisions detailed in section 5 of the Privacy Statement.

7.4.2. Upon receiving an order from Tempus Public Foundation, the Data Processor shall delete all the respective data from their database, including all saved and back-up files.

7.4.3. Furthermore, the Data Processor undertakes to:

- a) follow and fulfil its obligations as a data controller set down in General Data Protection Regulation;
- b) process the personal data only on documented instructions from Tempus Public Foundation, unless required to do so by law;
- c) guarantee to implement appropriate technical and organisational measures in such a manner that processing will meet the requirements of the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data) and ensure the protection of the rights of the data subjects;
- d) ensure that persons authorised to process the personal data have committed themselves to confidentiality or are under an appropriate statutory obligation of confidentiality;
- e) notify Tempus Public Foundation without undue delay after becoming aware of a personal data breach.

## 8. THE RIGHTS AND RECOURSE TO LAW AVAILABLE TO THE PERSONS CONCERNED

8.1. The Applicant/Scholarship Holder is entitled at any time to request information about their personal data managed by the Data Controller and may modify such data at any time by sending a written request to [adatvedelem@tpf.hu](mailto:adatvedelem@tpf.hu).

8.2. Upon the request of the Applicant/Scholarship Holder, the Data Controller is obliged to provide information regarding their personal data, including the data processed by the Data Processor and the source of the processed data; the purpose, legal basis and duration of the data management; the Data Processor's name, address and activities in connection with the handling of the data; if applicable, the circumstances and effects of any data protection incident; if applicable, the measures taken to remedy the incident; and, in the case of transmission of the personal data, the legal basis and the recipient of the data transfer. The Data Controller shall provide the requested information in writing within 30 days of the submission of the request.

8.3. In the case of any data protection incident, the Data Controller, through its data protection officer, keeps a record to supervise and keep the Applicant/Scholarship Holder informed of any measures taken in connection with the data protection incident, including: the scope of personal data concerned; the scope and number of persons affected by the data protection incident; the date, circumstances and effects of the data protection incident; and the measures implemented in order to remedy the incident, as well as any other data specified in the laws governing the management of data.

8.4. The Applicant/Scholarship Holder can exercise their rights by contacting the Data Controller and its data processing officer with at: [adatvedelem@tpf.hu](mailto:adatvedelem@tpf.hu)

8.5. The Applicant/Scholarship Holder is entitled at any time to request the correction of any of their incorrectly recorded data. The Applicant/Scholarship Holder is entitled to change their data recorded in the online application system. In case of any difficulties, the customer service of Tempus Public Foundation shall correct the data within one month of the receipt of the written request sent by the Applicant/Scholarship Holder to [diasporascholarship@tpf.hu](mailto:diasporascholarship@tpf.hu).

8.6. The Applicant/Scholarship Holder is entitled to obtain from the Data Controller the erasure of their personal data without undue delay, and the Data Controller shall have the obligation to erase the requested 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 Applicant/Scholarship Holder withdraws consent on which the processing is based according to point (a) of Article 6(1), or point (a) of Article 9(2) of GDPR, and where there is no other legal ground for the processing;

(c) the Applicant/Scholarship Holder objects to the processing pursuant to Article 21(1) of GDPR and there are no overriding legitimate grounds for the processing, or the Applicant/Scholarship Holder objects to the processing pursuant to Article 21(2) of GDPR;

(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 Data 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 GDPR.

8.7. In case of complaint, the Applicant/Scholarship Holder may apply to the Data Controller's data protection officer: [adatvedelem@tpf.hu](mailto:adatvedelem@tpf.hu), or

National Privacy and Information Authority (seat: 1055 Budapest, Falk Miksa utca 9-11. postal address: 1374 Budapest, Pf. 603., [www.naih.hu](http://www.naih.hu)).

8.8. If the Applicant/Scholarship Holder have provided third-party data for the use of the service, 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.

## 9. OTHER PROVISIONS

9.1. In all cases where the Data Controller intends to use the provided data for purposes other than the purpose of the original data collection, it shall notify the Applicant/Scholarship Holder and obtain their prior express consent, and shall provide the Applicant/Scholarship Holder the opportunity to prohibit such use.

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

9.3. The Data Controller reserves the right to unilaterally modify the rules and information regarding the management of data, and update their website with the modified content without prior notice.



## Annex 1. Application form

### Profile

Given name \*

Family name \*

Middle name

Previous family name

Mother's given name \*

Mother's previous family name \*

Gender \*

Citizenship \*

Double citizenship

Country of residence \*

Identification document type \*

Passport: Number \*

Passport: Issue date \*

Passport: Expiry date \*

Passport: Country of issue \*

Passport: Allow ID-card instead

ID-card: Number \*

ID-card: Issue date \*

ID-card: Expiry date \*

ID-card: Country of issue \*

Date of birth \*

Country of birth \*

Place of birth \*

Formal photograph \*

If you are a citizen of Ukraine, please indicate in which oblast you live.

Do you have Hungarian citizenship? \*

## Recommending organisation

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Name of the recommending organisation \*

Type of the recommending organisation \*

Country of the recommending organisation \*

City of the recommending organisation \*

Name of the person signing the recommendation \*

Position of the person signing the recommendation \*

Are you currently a member of a local diaspora organisation? \*

If you are currently a member of a local diaspora organisation(s) other than your recommending organisation, what is the name(s) of the organisation(s)?

## Contacts

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Email \*

Address: Street address \*

Address: House number \*

Address: City, town, village \*

Address: Region, province, county

Address: Postal code \*

Address: Country \*

Correspondence: Street address

Correspondence: House number

Correspondence: City, town, village

Correspondence: Region, province, county

Correspondence: Postal code

Correspondence: Country

Telephone: Mobile \*

Emergency contact: Name \*

Emergency contact: Email \*

Emergency contact: Telephone \*

Emergency contact: Relation to you \*

Skype

## Education

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Level of education *	Official name of school / university / institution *
Programme name *	Scientific discipline *
Start of studies (year & month) *	(Expected) graduation (year & month) *
Mode of study *	Financing source *
Country *	City *
Study location *	Study language *
Status of studies *	Have you ever studied at a Hungarian Higher Education Institution? *
Have you ever been a scholarship holder in Hungary? *	

## Languages

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Native language *	Foreign language *
Foreign language: Proficiency *	Foreign language: Studies / experience
Foreign language: Language test, date, additional information	Foreign language: Test and score
Native language 2. (if any)	

## Employment

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Employer (company name)	Type of business or sector
Occupation or position	Your responsibilities, acquired skills and competences
From (month & year)	To (month & year)

## Activities

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Nature of your activity

Organisation name

From (month & year)

To (month & year)

## Residences

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Country \*

Purpose of stay \*

From (month & year) \*

To (month & year) \*

## Other

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Other relevant information

How did you receive information about the Scholarship Programme? (e.g. higher education institution, associate of diaspora organisation, parents etc.) \*

Suggestions for spreading the word about the scholarship opportunity