

Information notice related to the processing of your personal data within the 2026 Marie Speyer Excellence Grants scheme

In accordance with the EU GDPR, the University of Luxembourg (hereafter the “University”), a public higher education and research institution, operating under the authority of the Ministry for higher education and research, collects and processes your personal data as the Data Controller, for the purposes of the 2026 Marie Speyer Excellence Grants scheme (the “MSE scheme”). In particular, we collect and process your personal data in order to receive your application for the MSE scheme, assess its eligibility, ensure its independent and fair evaluation by external experts and take the final decision on the attribution of a grant.

The categories of personal data processed for the abovementioned purposes are the following:

- **Information from the application form:**
 - First and last name, title/position, type of employment contract (and, if temporary, contract dates), faculty or interdisciplinary centre, department, email
 - Description of relevant previous work, CV (including nationality, researcher unique identifier, current address, website, email, telephone number, education, professional experience, relevant invited presentations/lectures, scientific communications)
 - Research visits/major collaborations, organization of national/international conferences, major achievements, relevant prizes and awards, funding record, relevant supervision activities, advisory/managerial/service responsibilities, memberships in scientific societies/networks/associations, and publications
- **Data from the institution validation checklist:**
 - First and last name, type and (if applicable) dates of employment contract, absence of conflicts with other grants, and absence of current disciplinary warnings or sanctions
- **Letter of motivation**
- **Support letter from your line manager** (required for postdoctoral fellows and research scientists not authorized to lead research projects at the University of Luxembourg)
- **Evaluation of your application**

The legal basis for the processing of your personal data is the legitimate interest of both the University and the candidate to award and receive, accordingly, grant for excellence in scientific research for women researchers (art. 6.1 f) GDPR).

Your personal data will be shared with the following internal and external parties involved in the evaluation process:

- the team for the MSE scheme, composed of staff of the rector's Office of the University, including the Gender Equality Team;
- the Oversight Committee of the MSE scheme, composed by the Vice-Rector for Research, the Gender Equality Delegate and the Strategic Advisor to the Rector;
- the Rector;
- the French High Council for Evaluation of Research and Higher Education (Hcéres) which is in charge of assessing the applications submitted for the MSE scheme via its panel of experts in accordance with its established principles and methodology, and in line with the relevant European Standards and Guidelines;
- the external experts that the University will select and appoint as second step of the independent assessment.

Please note that the external recipients listed above will receive your application form, motivation letter and support letter. Hcéres will also receive the evaluation of your application by the experts appointed by the University without though details on their identify.

We will share your personal data via secure means.

Your personal data is processed within the European Union by the University of Luxembourg. Where the University will engage external experts outside the EU, it will ensure compliance with requirements of Chapter V GDPR.

Your personal data is stored for 5 years at the University of Luxembourg, to include the potential completion of the project and reporting.

According to the GDPR, you benefit from the following rights if the conditions for their exercise are met: Right to be informed; right to access your personal data; right to rectification; right to erasure; right to restrict the scope of the processing; right to object; right to data portability; right to lodge a complaint.

The University provides further information on its [dedicated website](#). You can exercise your rights by contacting the Data Protection Officer of the University via a ServiceNow ticket [Category - Uni.lu Service Portal](#).

If you consider that the processing of your personal data infringes the GDPR, you have the right, without prejudice to any other administrative or judicial remedy, to lodge a complaint with a supervisory authority, [the CNPD](#), by using the dedicated contact form.