

St John's College, Cambridge, Data Protection Statement: Candidates in the College's Research Fellowships Competition and the Harper-Wood Creative Writing and Travel Award Competition

The Data Controller is St John's College Cambridge. The Data Protection Officer for the College is the Office of Intercollegiate Services Ltd [12B King's Parade, Cambridge; 01223

Where does the data come from?

The personal data held are supplied by the candidates, their referees, by those invited by the College to comment on submitted writings as part of the advertised process of selection, and by those in the College otherwise involved in the selection process.

Sharing with Third Parties

Data processed in this way are hosted on an external system, compliant with ISO 27001. We do not pass this personal data to any other third party, without the consent of the data subject.

We do not pass any personal data collected to this end outside the European Economic Area.

Retention of data

In the cases of unsuccessful candidates, personal data are retained for the duration of the annual competition and for two years thereafter in the case both of Research Fellowships and of the Harper-Wood Award, so that the College may address any issues or questions of procedure raised by the candidate. In the cases of candidates selected for election to a Fellowship under Title A, the data are retained as part of that held for Fellows of the College, for which **another data protection statement** applies. In the cases of candidates selected for receipt of the Harper-Wood Award, data are retained for the length of the recipient's membership of the College.

Rights of the Data Subject

Those who submit data in this way have the right: to ask us for access to, rectification or erasure of their personal information; to restrict processing (pending correction or deletion); to object to communications; and to ask for the transfer of their personal information electronically to a third party (data portability).

Some of these rights are not automatic, and we reserve the right to discuss with the candidate why we might not comply with a request to exercise them.

Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, SK9 5AF
(<https://ico.org.uk/>).

January 2023