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**International Veterinary Vaccinology Network (IVVN)**

**Scholarship Application Form to attend the 12th International Veterinary Immunology Symposium in Seattle, USA, 13th – 16th August 2019**

**PRIVACY NOTICE**

**We are committed to protecting and respecting your privacy. Please read our privacy notice at the end of this Application Form (and also found on the IVVN website:** [**https://www.intvetvaccnet.co.uk/privacy-statement**](https://www.intvetvaccnet.co.uk/privacy-statement)**) which sets out the basis on which any personal data we collect from you and that you provide to us will be processed by us.**

Please complete each section and send the completed form to IVVN Network Manager, Dr. Carly Hamilton, at [IVVN@roslin.ed.ac.uk](mailto:IVVN@roslin.ed.ac.uk) by 9am on Wednesday 1st May 2019.

**Eligibility criteria:**

* Applicants must be working in the field of veterinary immunology.
* Applicants must be based at a research organisation in a low-and-middle income country (LMIC) (all countries listed [here](http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC_List_ODA_Recipients2018to2020_flows_En.pdf) are LMIC countries).
* Applicants must be IVVN members. Membership is free and registration is available [here](http://intvetvaccnet.co.uk/scientists).

***Please note successful applicants will be required to write a report on the symposium for the IVVN website.***

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| **Applicant Details** | |
| Name |  |
| Job title |  |
| Department & Organisation |  |
| Email |  |
| Telephone |  |
| Qualifications: | |
| Publications: | |
| Please outline your research career to date (Guideline - 200 words) | |
| Have you previously received IVVN scholarship funding to attend an IVVN or external event: Yes/No (delete as appropriate) | |

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| **Statement explaining the value of attending the 12th International Veterinary Immunology Symposium (Guideline – 500 words)** |
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| **Do you wish to present a poster at the symposium? If so, please enter the title, affiliations and an abstract for the poster presentation (Guideline – 300 words)** |
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| **Anticipated costs for travel to the symposium** |
| The IVVN scholarship will cover:   * Return flights (economy class) * Accommodation for 4-5 nights * Conference registration fees * Visa processing fees   ***Please provide details (including screenshots) of transportation based on a quote (e.g. from airline website or internet search site such as Sky scanner).*** |

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| **Applicant Signature & Date** |
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**PRIVACY STATEMENT**

**Information about you: how we use it and with whom we share it**

The information you provide will be held and used by the University of Edinburgh (“the University”), through its International Veterinary Vaccinology Network (IVVN), to assess your application for funding, for processing any IVVN grant award that we may make to you and for payment, maintenance and post award administration of any IVVN grant award made to you.

The University is using this information about you because it is necessary as part of its assessment of your application for funding, for processing any IVVN grant award we may make to you, for payment, maintenance and post award administration of any IVVN grant award made to you and because you have given your consent to the use of your personal information by the University for this purpose.

Information about you will be shared with the Medical Research Council and the Biotechnology and Biological Sciences Research Council, who are co-funders of any awarded grant, and with members of the IVVN External Advisory Group, the IVVN Network Management Board and external reviewers all as part of the review process of applications for funding.

The University of Edinburgh will hold your personal information in accordance with the following retention schedule, upon the expiry of which we will destroy your personal information.

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| **Unsuccessful grant applicants** :  application forms, CVs, review notes, correspondence and related papers, including notes from all members of the IVVN network management board who review application forms | 6 months | After completion of the specific funding call |
| **Successful grant applicants**: application form, CV, offer and acceptance letters, financial reports, scientific reports, correspondence and papers related to the project and/or grant award | 5 years | After completion or termination of the project funded by the grant award |

We do not use profiling or automated decision-making processes. Some processes are semi-automated (such as anti-fraud data matching) but a human decision maker will always be involved before any decision is reached in relation to you.

If you have any questions, please contact the IVVN Network Manager, Dr. Carly Hamilton at [IVVN@roslin.ed.ac.uk](mailto:IVVN@roslin.ed.ac.uk).

ThisPrivacy Statement is continued at: [https:/edin.ac/privacy](file:///C:\Users\chamilt4\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\5M8DXEJD\edin.ac\privacy)

**(This part is available on the University of Edinburgh website)**

**Data controller and contact details**

For data collected under this privacy notice, the University is the Data Controller (as that term is defined in the EU General Data Protection Regulation (*Regulation* (*EU*) 2016/679), registered with the Information Commissioner’s Office, Registration Number Z6426984.

You can contact our Data Protection Officer at [dpo@ed.ac.uk](mailto:dpo@ed.ac.uk). Our data protection policy is on our website at <http://www.ed.ac.uk/records-management/data-protection/data-protection-policy>

**Data sharing**

In addition to the primary purposes, we are also legally obliged to share certain data with other public bodies such as HMRC and will do so where the law requires this; we will also generally comply with requests for specific information from other regulatory and law enforcement bodies where this is necessary and proportionate.

**Transfers outside the EEA**

The University will only transfer data to countries outside the EEA when satisfied that both the party which handles the data and the country it is processing it in provide adequate safeguards for personal privacy. Details of such transfers and safeguards are on our website.

**Your rights**

You have the right to request access to, copies of and rectification or (in some cases) erasure of personal data held by the University and can request that we restrict processing or object to processing as well as (in some cases) the right to data portability (i.e. the right to ask us to put your data into a format that it can be transferred easily to a different organisation). If you wish to make use of one of these rights, please email your local contact.

If we have asked for your consent in order to process your personal data you can withdraw this consent in whole or part at any time. To withdraw consent, please email your local contact, who will explain the consequences of doing so in any particular case and initiate proceedings for withdrawing consent.

**Complaints**

If you are unhappy with the way we have processed your personal data you have the right to complain to the Information Commissioner’s Office at [casework@ico.org.uk](mailto:casework@ico.org.uk) but we ask that you raise the issue with our Data Protection Officer first.