**Mentoring Programme**

 **„Perspektiven. Wege in die Wissenschaft“[[1]](#footnote-1)**

Application form for mentees

Dear applicant,

I am delighted that you are interested in the mentoring programme "Perspectives. Paths into Science" mentoring programme.

For the application process, we need some information from you to help the selection committee make a decision. At the same time, it will give us an indication of how best to adapt the programme to your expectations and goals.

If you are not sure whether you belong to the target group, please contact me by telephone or e-mail. Your own assessment is at the forefront of the application process, not formal qualifications from family members.

Your data will be treated confidentially and will only be used by the selection committee as part of the mentoring process. At the end of the document you will find detailed data protection information and a declaration of consent under data protection law.

Please send us the selection form together with a short letter of motivation (max. one page) digitally completed or scanned in a pdf by e-mail or printed out by post to the address below by June 30, 2025. You can find detailed information on the mentoring programme at <https://uol.de/p106804>en.

For any question, please reach out to me via e-mail or telephone.

Dr. Sandra Wienand

Dr. Sandra Wienand

Department for Research and Transfer

Room: OECO 2-206

Coordination of the mentoring programmeme „Perspektiven“

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1. **Persönliche Angaben**

|  |  |
| --- | --- |
| Personal details |  |
| Name and title (if applicable) |  |
| First name |  |
| Year and place of birth  |  |
| Current professional position  |  |
|  |  |
| Work address |  |
| School |  |
| Institute |  |
| Street and house number |  |
| Zip code and city |  |
| Telephone  |  |
| E-Mail |  |
|  |  |
| Private Address **(optional)** |  |
| Street and house number |  |
| Zip code and city |  |
| Telephone |  |
| E-Mail |  |
|  |  |
| Please send correspondence relating to mentoring to: | 🞏 my private address🞏 my work address |
| Are you the first in the family to study?The programmeme is aimed at doctoral candidates and postdocs with a non-academic family background. This information will only be passed on to the persons involved in the selection process and only to the (potential) mentors if requested. If applicable, please make reference in your letter of motivation to whether it was or is important for you to be the first in your family to pursue an academic career. | 🞏 yes🞏 no🞏 no information |
| Family and/or care responsibilitiesFor preferential consideration in the selection process. This information will only be passed on to the persons involved in the selection process and only to the (potential) mentors on request. | 🞏 I have a child / children🞏 I take on care tasks within the family🞏 no information |
| Chronic illness or other impairment **(optional)**For preferential consideration in the selection process. This information will only be passed on to the persons involved in the selection process and only to the (potential) mentors on request. | 🞏 yes🞏 no🞏 no information |
| I agree that my e-mail address may be passed on to other programme participants for the purpose of networking and exchange. | 🞏 yes🞏 no |

1. **Your academic background**

|  |  |
| --- | --- |
| Dissertation |  |
| Dissertation topic |  |
| Thesis subject |  |
| University / School / Institut |  |
| Doctoral supervisor(s) |  |
| Duration of the dissertation phase |  |
| Disputation (month/year) resp. probable completion of the doctorate |  |
| Doctoral funding | 🞏 Position🞏 Stcholarhip🞏 free |
| Further stations within and/or outside science |  |
|  | Duration | Place | Discipline resp. Function |
| Research assistant (as doctoral candidate) |  |  |  |
| Postdoc position |  |  |  |
| Position outside of academia |  |  |  |

1. **Current professional activities and career goals**

|  |  |
| --- | --- |
| Current fields of professional activity |  |
| What are your current main areas of activity? (research, teaching, science management, academic self-administration) |  |
| On which interdisciplinary topics have you already gained further qualifications? |  |
| Career goals |  |
| What career goals have you set yourself for the next three years? (if applicable) |  |
| What are your long-term career goals? (if applicable) |  |
| I am still in the orientation phase. (if applicable) |  |

1. **Participation in the Mentoring Programmeme „Perspektiven. Wege in die Wissenschaft“**

|  |  |
| --- | --- |
| Motivation and Espectations |  |
| What motivated you to apply for the mentoring programmeme? |  |
| What I would like from my mentor:(multiple answers possible) | 🞏Knowledge of structures, processes and rules in the academic system🞏 Support in planning my next career steps🞏 Insights into building and maintaining networks🞏 Advice on leadership behavior🞏 Exchange on work organization and time management🞏 Insights into the compatibility of work and private life🞏 Insight into the structures and corporate culture in business, society and other non-academic institutions🞏 Exchange on application procedures🞏 Support in overcoming specific challenges during the doctoral period/ during the qualification period as a postdoc🞏 Other: |
| What support do you hope to receive from the mentoring programmeme? |  |

1. **Mentors**

As a mentee, you choose your mentor yourself. There is no pool. On request, the university management, in cooperation with the coordinator, will send the official request to the desired mentors. You have the option of specifying your preferred mentor here. This information is optional and not binding. In the preparatory workshop on **6 and 7 October 2025**, you will have the opportunity to further specify your consulting concerns and mentoring goals and to review your choice of mentor once again. The matching process will then begin, which involves acquiring mentors and bringing the tandems together.

|  |  |
| --- | --- |
| General criteria for your mentor |  |
| Field/ Sector | 🞏 Science🞏 Science Management🞏 Culture🞏 Business🞏 Public Administration🞏 Politics🞏 Health Care System🞏 Counselling🞏 Education Sector🞏 Environmental / Sustainability Sector🞏 other:  |
| Discipline (if *science* is applicable) | 🞏 from my discipline🞏 from a different discipline |
| Member of the University of Oldenburg  | 🞏 yes🞏 no🞏 not decisive |

Please provide suggestions for your preferred mentor below, if you can already provide details. They can be professors or executives of the University of Oldenburg as well as professors of other universities or executives of non-university research institutions. It is also possible to leave the fields blank.

|  |  |
| --- | --- |
| 1. Desired mentor
 |  |
| Title |  |
| Name, First Name |  |
| University/ School/ Institute/ Company |  |
| Street and house number |  |
| Zip code and city |  |
| E-Mail |  |
| 1. Desired mentor
 |  |
| Title |  |
| Name, First Name  |  |
| University/ School/ Institute/ Company |  |
| Straße und Hausnummer |  |
| Zip code and city |  |
| E-Mail |  |

1. **Accompanying programmeme**

Over the course of the twelve-month programmeme, workshops or lectures are also held which, in addition to imparting interdisciplinary knowledge, are intended to help mentees network with each other. External trainers or speakers can be invited for these events. Possible topics could be: "Strategic career planning", "Application strategies", "Communication training", "Self-presentation", etc.

Here you have the opportunity to express your wishes and suggestions for topics and formats:

|  |  |
| --- | --- |
| Topic | Format (Workshop/ Panel Discussion/ Lecture or other) |
|  |  |
|  |  |

1. **Data Protection Information**

In the following, we would like to inform you about how your personal data is processed in the context of this mentoring programme. Please read the following information carefully.

I. Contact details of the responsible body and the data protection officer

The Carl von Ossietzky University of Oldenburg, a public corporation, legally represented by the President, Ammerländer Heerstraße 114 - 118, 26129 Oldenburg, Germany, is responsible for data protection. You can contact the data protection officer of the Carl von Ossietzky University of Oldenburg at the above address (for the attention of: "The Data Protection Officer"), by telephone on +49 (0)441 798 4196 or by e-mail at dsuni@uol.de.

II Purposes and legal bases of data processing

The purposes of personal data processing are the selection, implementation and organization of the mentoring programme in compliance with equal opportunities and reporting. The legal basis for personal data processing is both consent, Art. 6 para. 1 lit. a GDPR with regard to your participation, Art. 9 para. 2 lit. a GDPR with regard to the disclosure of health data (see 8.1. ), as well as the fulfillment of tasks (promotion of scientists in qualification phases, equal opportunities), Art. 6 para. 1 lit. e GDPR, para. 3, Art. 9 para. 2 lit. b GDPR in conjunction with § 3 NDSG, § 3 para. 1 no. 3 NHG, Art. 3 GG, as well as § 6 para. 1 NDSG for reporting. You are not obliged to provide your personal data. You will not suffer any disadvantages if you do not provide your data; however, if you do not provide information about any existing chronic illnesses or other impairments, these cannot be taken into account in the mentoring programme.

1. **Recipients of the personal data**

The recipients of your personal data are the responsible persons in the Research and Transfer Department, Graduate Academy, who coordinate the mentoring programme. The personal data from your application form will be disclosed to the selection committee. Furthermore, at your request, personal data will be disclosed to a mentor of your choice if and insofar as you consent to this (see 8.2. and 8.3.). After the retention period has expired (see below), your personal data will be offered to the university archive and, if necessary, transferred to the university archive. Otherwise, your personal data will not be passed on to third parties and will not be transferred to a third country.

1. **Duration of the retention or storage of personal data**

If you are accepted, your personal data will be stored in accordance with the statutory retention periods (Lower Saxony File Regulations: up to 15 years) and then offered to the university archive. In the event that you are not accepted into the mentoring programmeme, your personal data will be deleted no later than 3 months after the selection decision.

1. **Tracking your professional career**

Even after your participation in the mentoring programme, we would like to find out about your further professional development. For this purpose, we will - subject to your consent - extract information from publicly accessible databases or platforms (e.g. LinkedIn, university websites) at regular intervals after the end of your participation that relates to your professional career and link this to the data collected (see 8.5). On the one hand, this is intended for reporting purposes, as well as in the form of statistical values to promote the mentoring programme for future mentees. The legal basis is your consent in accordance with Art. 6 para. 1 lit. a and, if applicable, Art. 9 para. 2 lit. a GDPR.

1. **Inclusion in the mentoring network**

### If you consent to this, the email address you provide will be stored by the Graduate Academy beyond the duration of the mentoring programme until you withdraw your consent, but for no longer than 30 years (see 8.4.). If you have provided a business and a private e-mail address, only the business e-mail will generally be used. The legal basis is your consent in accordance with Art. 6 para. 1 lit. a GDPR.

1. **Rights as a data subject**

As a data subject within the meaning of the GDPR, you have the following rights:

* Right to Information (Art. 15 DSGVO)
* Right to Correction (Art. 16 DSGVO)
* Right to Deletion (Art. 17 DSGVO)
* Right to Restriction of Processing (Art. 18 DSGVO)
* Right to Data Portability (Art. 20 DSGVO)
* Right to Object (Art. 21 DSGVO)

### Right to Object

### You can revoke your consent at any time for the future. This does not affect the legality of the data processing carried out on the basis of the consent until the revocation.

### Right to complain to a supervisory authority

If you are of the opinion that the processing of your personal data violates data protection regulations, please contact the data protection officer of the controller (see above). Irrespective of this, you have the right to lodge a complaint with a supervisory authority. The supervisory authority responsible for Carl von Ossietzky University is: The State Commissioner for Data Protection in Lower Saxony, Prinzenstraße 5, 30159 Hannover.

1. **Declaration of Consent**

If accepted, I hereby declare with my signature that I am willing to actively participate in the workshops/discussion evenings/lectures, in the supporting programme (kick-off event, preparatory workshop, mid-term workshop, final workshop) and in the programme evaluation.

**Data Protection Consent**

1. With my signature, I consent to the processing of my personal data for participation in the Helene Lange Mentoring Programme. You can revoke this and the following consents at any time with effect for the future. Further information can be found under 7. data protection information.
2. If the University of Oldenburg contacts a potential mentor at my request, I consent to the following data being passed on to my mentor: Address, e-mail address, current professional position, discipline.

🞏 yes 🞏 no

1. I agree that my details regarding the existence of a chronic illness or other impairment may be passed on to my mentor.

🞏 yes 🞏 no

1. I consent to my email address being used to set up and maintain the mentoring network even after my participation in the programme has ended.

🞏 yes 🞏 no

1. I consent to the Graduate Academy researching information about my professional career from publicly accessible sources at regular intervals after the end of my participation in the programmeme and linking it to my existing personal data.

🞏 yes 🞏 no

|  |  |
| --- | --- |
| Date, Place | Signature |

1. The mentoring programmeme is running in German. The individual mentoring relationship can be pursued in any language. [↑](#footnote-ref-1)