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| **APPLICATION FORM**  **Albi Rosenthal Visiting Fellowship in Music, 2021**  DEADLINE 30 OCOTBER 2020  To be submitted with the statement of proposed research  For office use:   |  | | --- | | Register no: | |  | |  |

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| **PERSONAL DETAILS** | | | | | |
| Title |  | Full name |  | | |
| Home address | |  | | | |
| Email address | |  | | | |
| Telephone (or mobile) | |  | | | |
| Home institution/ affiliation/organisation (include full address) | |  | | Job title |  |

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| **DETAILS OF SCORES TO BE SUBMITTED IN APPLICATION** | | | |
| Titles and details of between 2 and 3 anonymized scores submitted for consideration with this application and details of anonymized recordings, if included |  | | |
| **PROPOSED PERIOD OF RESEARCH IN OXFORD** | | | |
| Proposed start date of visit |  | Proposed end date |  |

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| **REFEREE DETAILS** (including email addresses) | |
| Referee #1 |  |
| Referee #2 |  |

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| Please return this **completed form** to [fellowships@bodleian.ox.ac.uk](mailto:fellowships@bodleian.ox.ac.uk), along with:  Your up-to-date **curriculum vitae**;  **2 letters of recommendation**: Your referees may email us directly; and  A **statement of the proposed research** (1,000 words maximum): This should specify  the contribution that the research visit will make to your project.  *Note*: Each document must be sent as an individual pdf or Word file. Please do not combine all the documents into one pdf or Word file. See Further Particulars for guidance on the submission of anonymized scores. |

Signature, allowing us to use the data provided to process your application: please read the Data Privacy notice on the next page before signing this form.

[SIGNED]

**Data protection**

In the course of completing this application/registration form/membership form/document, you have provided information about yourself (‘personal data’). We (the University of Oxford) are the ‘data controller’ for this information, which means we decide how to use it and are responsible for looking after it in accordance with the General Data Protection Regulation and associated data protection legislation.

***How we use your data***We will use your data to assess your application. We are processing your data for this purpose only because you have given us your consent to do so, by signing this form. You can withdraw your consent at any time by contacting us at [fellowships@bodleian.ox.ac.uk](mailto:fellowships@bodleian.ox.ac.uk). In this event, we will stop the processing as soon as we can. However, this will not affect the lawfulness of any processing carried out before your withdrawal of consent.We will only use your data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another related reason and that reason is compatible with the original purpose. If we need to use your data for an unrelated purpose, we will seek your consent to use it for that new purpose.

***Who has access to your data?***Access to your data within the University will be provided to those who need to view it as part of their work in carrying out the purposes described above.

***Retaining your data***We will only retain your data for as long as we need it to meet our purposes, including any relating to legal, accounting, or reporting requirements.

***Security***Your data will be held securely in accordance with the University’s policies and procedures. Further information is available on the University’s Information Security website. <https://www.infosec.ox.ac.uk/>

***Where we store and use your data***We store and use your data on University premises, in both a manual and electronic form.

***Your rights***

Information on your rights in relation to your personal data are explained [here](http://www.admin.ox.ac.uk/councilsec/compliance/gdpr/individualrights/).

***Contact***If you wish to raise any queries or concerns about our use of your data, please email [fellowships@bodleian.ox.ac.uk](mailto:fellowships@bodleian.ox.ac.uk)