

Internship Programme 2020

Application FAQ

Eligibility

You are eligible to apply for this programme if:

- You are a student in an Irish based University (Republic of Ireland and Northern Ireland)
 - **IMPORTANT:** This bursary does not support travel costs or additional living costs exceeding €250/week. If you are a successful candidate this can be discussed with Theme Leaders in order to make stay in Cork or Dublin as easy as possible.
- You are in 1st year, 2nd year, 3rd year or 4th year of your degree programme
- You are studying Science, Engineering, Technology or Mathematics

When does application open?

Applications for this programme open on Tuesday 1st December 2020.

When does application close?

Applications close on Friday 29th January 2021.

How many places are available?

In total there are 20 places available, 10 with IPIC and 10 with Tyndall.

How long is the internship programme?

The internship programme is 12 weeks and will run from the 7th June 2021 – 27th August 2021.

When will successful candidates be informed?

Shortlisted candidates will be informed by Wednesday 31st March 2021.

How will projects be assigned?

Shortlisted candidates will be provided a list of potential projects and asked to provide their top 3 preferences. Successful candidates will be matched to projects by supervisors.

What information is required for a successful application?

A successful application includes:

- Current CV
- Completed application form

How much will I receive for this bursary?

Successful applicants will receive a bursary of €250/week during the course of this 12-week programme.

Who should be contacted in relation to applications and questions?

If you have any queries in relation to the programme or application process, please contact Dr Caitriona Tyndall (caitriona.tyndall@tyndall.ie).

Data Protection Notice

At Tyndall National Institute, University College Cork, we treat your privacy seriously. Any personal data which you provide to the University will be treated with the highest standards of security and confidentiality, in accordance with Irish and European Data Protection legislation. This notice sets out details of the information that we collect, how we process it and who we share it with. It also explains your rights under data protection law in relation to our processing of your data.

Who we are

Throughout this Notice, “we”, “us” and “our” refers to The Irish Photonics Integrated Centre (IPIC) and Tyndall National Institute, University College Cork. For more information please visit <http://www.ipic.ie/> (photonics) and <https://www.tyndall.ie/micro-nano-systems> (electronics).

How we collect your personal data

We collect your data from you when applying for the IPIC and Tyndall Internship Programme 2021. It will be used by us only in accordance with the purposes outlined in this notice.

The purpose and legal basis for collecting your data

Any personal data you provide to us via this application process will be processed fairly and lawfully. It will be used for the purposes of choosing successful candidates for the IPIC and Tyndall Internship Programme 2021 and communicating with said candidates prior to the programmes start. The Data Protection Acts allows us to process your data because you have provided your explicit consent. You are entitled to withdraw your consent at any time. If you do withdraw your consent, The Irish Photonics Integrated Centre (IPIC) and Tyndall National Institute, University College Cork will no longer process your personal data and will take steps to delete all reference to your data securely.

Details of third parties with whom we share personal data

Your data will not be shared with any third parties.

How long we will keep your data

In keeping with the data protection principles we will only store your data for as long as is necessary. For the purposes described here we will store your data for 12 months in order to complete all application processes.

Your rights

You have various rights under data protection law, subject to certain exemptions, in connection with our processing of your personal data, including the right:

- to find out if we use your personal data, access your personal data and receive copies of your personal data;
- to have inaccurate/incomplete information corrected and updated;
- in certain circumstances, to have your details deleted from systems that we use to process your personal data or have the use of your personal data restricted in certain ways;
- to object to certain processing of your data by UCC;
- to exercise your right to data portability where applicable (i.e. obtain a copy of your personal data in a commonly used electronic form);
- where we have relied upon consent as a lawful basis for processing, to withdraw your consent to the processing at any time;
- to not be subject to solely automated decision;
- to request that we stop sending you direct marketing communications.

If you wish to avail of these rights, please write to: The Information Compliance Manager, University College Cork, 4 Carrigside, College Road, Cork (or email foi@ucc.ie).

Questions or Complaints

If you have any queries in relation to how your data will be used please contact The EPE Officer, Irish, Photonic Integration Centre, Tyndall National Institute, Lee Maltings Complex, Dyke Parade, Cork by email epe@tyndall.ie.

If you have any complaints in connection with our processing of your personal data, you can contact UCC's Information Compliance Manager: **Information Compliance Manager, Office of Corporate & Legal Affairs, University College Cork, Western Road, Cork E: foi@ucc.ie Tel: +353 21 4903949**

You also have the right to lodge a complaint with the Data Protection Commission if you are unhappy with our processing of your personal data. Details of how to lodge a complaint can be found on the Data Protection Commission's website (www.dataprotection.ie), or by telephoning 1890 252 231.

In submitting this form, you understand and agree that your personal details will be used by The Irish Photonics Integrated Centre (IPIC) and Tyndall National Institute, University College Cork for the purposes outlined above.