



Information in accordance with Articles 13 and 14 of the GDPR

This is a translation of the data protection declaration for the preparatory German courses. Only the German version is legally valid. In case of any differences in wording, meaning, or interpretation between the German and English versions, the German version shall prevail.

Information about the controller

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Email: praesidentin@tu-braunschweig.de

Contact person at TU Braunschweig (executive organisational unit)

Technische Universität Braunschweig K.d.ö.R.
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Email: idaf@tu-braunschweig.de

Data protection officer

For questions regarding data protection at TU Braunschweig, please contact our data protection officer by email (datenschutz@tu-braunschweig.de).

Data subject rights, revocation and right to lodge a complaint

When we process your personal data, you have the following data subject rights:

- the right of access to the processed data and to a copy thereof,
- the right to rectification if we process incorrect data about you,
- the right to erasure, unless there are still exceptions that apply as to why we still store the data, e.g. retention obligations or limitation periods,
- the right to restriction of processing,
- the right to object to processing in the public interest or for legitimate interests,
- the right to data portability,
- the right to withdraw your consent to your data being processed at any time,
- the right to lodge a complaint with a data protection supervisory authority if you consider that the processing of your personal data is not lawful. The data protection authority responsible for the university is the State Commissioner for Data Protection of Lower Saxony, Prinzenstraße 5, 30159 Hanover. If you are located in another federal state or outside Germany, you may also contact the data protection authority there.

You can exercise your data subject rights directly with the executing organisational unit; see above for contact details.

1 Participation in preparatory German courses

Purposes for which the personal data is to be processed

The purpose of data processing is to register for and participate in preparatory German courses, to create a user account, and to authenticate the person on the systems used to conduct the language courses. The stored data is also used to generate internal forms, information emails, and certificates of participation and performance.

Legal basis for the processing

The personal data of the data subjects is processed for the purpose of initiating or executing a contract, Art. 6 para. 1 lit. b General Data Protection Regulation (GDPR).

Duration for which the personal data will be stored

Personal data will be deleted 10 months after the start of the last language course. Documents relevant for billing purposes will be kept for a period of 10 years.

Recipients or categories of recipients of the personal data

Personal data are not transferred to third parties.

Intention of the controller to transfer personal data to a third country or an international organisation

Personal data is not transferred to a third country.

Obligation to provide the data

The provision of the required personal data is necessary for conducting the preparatory German courses; access is not possible without this data.

Data source

The personal data is collected directly from the data subject.

Automated decision-making

Automated decision-making within the meaning of Art. 22 GDPR does not take place.

2 Application confirmation for the application of a visa for study preparation

Purposes for which the personal data is to be processed

The purpose of data processing is to issue an application confirmation.

Legal basis for the processing

Art. 6 para. 1 lit. e General Data Protection Regulation (GDPR) in conjunction with §3 para. 1 Lower Saxony Higher Education Act (NHG) and §3 para. 1 and §17 Lower Saxony Data Protection Act (NDSG)

Duration for which the personal data will be stored

Personal data will be deleted one year after the application confirmation has been issued.

Recipients or categories of recipients of the personal data

Personal data are not transferred to third parties.

Intention of the controller to transfer personal data to a third country or an international organisation

Personal data is not transferred to a third country.

Obligation to provide the data

The provision of the required personal data is necessary for issuing the application confirmation.

Data source

The personal data is collected directly from the data subject.

Automated decision-making

Automated decision-making within the meaning of Art. 22 GDPR does not take place.