



Information on the processing of your personal data
in accordance with the European Union's General Data Protection Regulation (GDPR)
regarding courses run by the German as a Foreign Language section

1. Responsible office

University of Tübingen
Geschwister-Scholl-Platz
72074 Tübingen

The University of Tübingen is a corporation under public law. Its legal representative is the President and Vice-Chancellor, Professor Dr. Karla Pollmann (email: rektorin@uni-tuebingen.de).

Data protection officer's contact details

Data protection officer
Geschwister-Scholl-Platz
72074 Tübingen
Email: datenschutz@uni-tuebingen.de
Phone: +49 70 71 29-0

2. Purposes for which personal data is to be processed and legal foundation for data processing

The University of Tübingen processes your data for the purpose of participation in German courses for international students.

We use your data for the following:

- To carry out the registration process and the language course program
- In organization and participant lists to complete the registration process and meet bureaucratic requirements
- Organization and participant lists for organizing the programs

To this end, we collect the following data:

- Given and family names, home address, nationality, date of birth, gender, email address, phone no., fax no., address in Tübingen
- Home university, field of study in Tübingen
- Student status, student ID number.
- Language level and documentation of German language skills
- Credit card details if you pay the course fee by credit card (this information is deleted as soon as the course fee is paid)

The legal basis for this is your **voluntary consent** under Article 6 para. 1 a) GDPR.

3. Recipients or categories of recipients of personal data

Your data will be processed by authorized members of the University of Tübingen. Your data will only be passed on with your **voluntary consent**, insofar as it is necessary for the registration process and to conduct the courses.

With your **voluntary consent** your data may – if necessary – be passed on to the following:

- Student residence: Studierendenwerk, Tübingen-Hohenheim, Friedrichstraße 21, 72072 Tübingen
- City administration Tübingen, City center, Schmiedtorstr. 4, 72070 Tübingen
- Foreign Nationals Office, City administration Tübingen, Schmiedtorstr. 4, 72070 Tübingen

Your data will not be passed on to any third country or international organization.



4. Duration of personal data storage

We delete your data as soon as it is no longer needed for the purpose for which it was collected or as soon as any legal requirement for its storage has expired. (Articles 17 and 19 GDPR).

Data is stored for the following periods:

- Course certificates: 10 years
- Receipts: 6 years
- Registration forms: the current semester

5. Your rights

You have the right to obtain information from the responsible office on the relevant personal data and to have it corrected or deleted or to limit its processing, as well as a right to object to its processing and a right to data transferability.

You have a general right to object to lawful data processing which is in the public interest, in the exercise of official authority or on the basis of the legitimate interest of a body (Article 21 GDPR).

You also have the right to lodge a complaint with the supervisory authority if you believe that the processing of personal data concerning you violates the GDPR.

You have the right to revoke your consent to the processing of your data at any time without affecting the lawfulness of the processing carried out on the basis of your consent until revocation.

The provision of your data is not required by law, you are not obliged to provide your data. Failure to provide your data will, however, exclude you from participating in the language course.

No automated decision-making including profiling takes place.

To exercise your rights, please contact the responsible office or its data protection officer.

If you have general questions regarding data protection, you may contact the data protection officer of the University of Tübingen:

University of Tübingen data protection officer
Geschwister-Scholl-Platz
72074 Tübingen
Email: datenschutz@uni-tuebingen.de
Phone: +49 70 71 29-0

Enquiries on the processing of your data at the section for German as a Second Language may be directed to:

German as a Foreign Language and Intercultural Programs
Wilhelmstr. 22
D-72074 Tübingen
Email: info@daf.uni-tuebingen

Responsible data protection authority:

Der Landesbeauftragte für den Datenschutz und die Informationsfreiheit
Königstrasse 10 a, 70173 Stuttgart
Phone: 0711/615541-0
FAX: 0711/615541-15
Email: poststelle@lfdi.bwl.de