



## Data Protection Declaration: Admission to Internal and Extramural Studies

Protecting and securing data are important matters at TU Wien. Personal data are processed in strict compliance with the principles and requirements laid down in GDPR<sup>1</sup> and DSG<sup>2</sup>. TU Wien only processes those data required for the purposes intended and at all times endeavours to ensure the security and accuracy of the data.

### Officer:

Rectorate of TU Wien  
Karlsplatz13  
1040Vienna

### Data protection officer:

Mag. ChristinaThirsfeld  
TUWien  
Karlsplatz13/018  
1040 Vienna  
datenschutz@tuwien.ac.at

### The following data are processed:

- name
- date of birth
- gender
- academic qualifications already gained
- citizenship/s
- address
- evidence of university entrance qualification (the month/year in which you gained the Austrian Matura, type of school and issuing state)
- matriculation number
- social insurance number (if not available, a substitute identifier or area-specific personal identifier)
- studies together with academic ID number and any prescribed conditions and/or supplementary examinations
- admission date and status
- data according to the Regulations on Eligible Groups of Persons
- specification, amount, posting date and payment status of the student union fee and student union fee status
- email address
- foreign language skills<sup>3</sup>
- previous academic qualifications<sup>3</sup>
- additional qualifications<sup>3</sup>

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<sup>1</sup> General Data Protection Regulation

<sup>2</sup> Austrian Data Protection Act

<sup>3</sup> Only "CEC" (= Continuing Education Centre)



## >Data Protection Declaration on Admission to Studies<



- job experience (current and previous)<sup>3</sup>
- telephone number<sup>3</sup>
- mobile telephone number<sup>3</sup>

The data will be obtained from you directly.

The **purpose** of processing this data is to assess your eligibility for admission to the internal or extramural degree course you have selected at the TUWien.

In order to study at the TU Wien, personal data is also stored in the learning management system of the TU Wien (TUWEL).

The **statutory basis** of processing this data is based on sec 6, par 1 (e) of GDPR (sec 60 in conjunction with sec 63 of the Austrian University Act (UG), appendix 3 of sec 7, par 2 of the University and 2004 Course Admission Regulations, sec 3, par 1, 3 and 7 (a) of the Austrian Education Documentation Act).

Your personal data are forwarded to the following **recipients**:

- full file holding of students to the Federal Education Minister by way of the Austrian university data processing network;
- to the Universities' Information Processing Database Network (Austrian university data processing network) by way of Bundesrechenzentrum GmbH (Austrian National Computing Centre);
- cooperation partners: (pre-)contractual fulfilment in cooperation programmes<sup>3</sup>.
- For online meetings TU Wien uses ZOOM, GoToMeeting and Microsoft Teams (Skype for Business). As coordination tools for scheduling, the tools used are terminplaner4.dfn and termino.gv.at.

The **storage period** is:

- for names and matriculation numbers: at least 80 years (sec 53 (6) of the Austrian University Act (UG));
- for social insurance numbers: up to two years after leaving university (sec 8, par 5 of the Austrian Education Documentation Act);
- data containing archive material in accordance with the Austrian Archives Act is stored for an unlimited period.

As a **data subject** of this data processing, you have the following rights vis-à-vis TUWien:

- the right to information;
- the right to rectification;
- the right to erasure;
- the right to restriction of processing;
- the right to data portability;
- the right to object;

As a data subject, you also have the right to complain to the Data Protection Authority concerning alleged inadmissible data processing or our failure to fulfil our obligations arising from GDPR.