



## 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  
1040 Vienna

### Data protection officer:

Mag. ChristnaThirsfeld  
TUWien  
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1040 Vienna  
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### 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

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

<sup>2</sup> Austrian Data Protection Act (Datenschutzgesetz)

- 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>
- 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.**

## Purpose of data processing

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).

## Online Admissions

Online admissions are done through Zoom, where applicants' documents have already been pre-screened and only identity verification, verification of uploaded photo and enrollment is done during the Zoom meeting. The meetings or chats are not recorded.

## Legal basis

The statutory basis of processing this data is based on Article 6, par 1 (e) of GDPR (§ 60 in conjunction with § 63 of the Universities Act 2002, appendix 3 of §

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<sup>3</sup> Only „ACE“ (=Academy for Continuing Education)



7(2) of the University and 2004 Course Admission Regulations, § 3(1) 3. and 7 (a) of the Austrian Education Documentation Act).

The legal basis for the software tools used at TU Wien as operating resources, e.g. campus software, student software and services of TU.it, is Article 6, par 1 (e) GDPR in conjunction with Universities Act 2002.

## Categories of recipients of personal data

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 (§ 53 (6) of the Universities Act 2002);
- for social insurance numbers: up to two years after leaving university (§ 8(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.

## **Supplement regarding access management for contact tracing in connection with Covid-19**

In order to enable fast, coordinated and effective action in the event of a Covid-19 (suspicious) case, the access of employees and students to the TU Wien buildings will be registered by scanning a QR code from the start of the winter semester 2020/2021. Thus, a central and GDPR-compliant digital contact person management will be implemented at the TU Wien.

Data recorded during registration:

- Timestamp of the scan or registration
- TISS ID of the person logged in
- Relevant building
- QR content
- Random browser ID

The data from the access management system is processed exclusively in TISS in an independent database and is not linked to any other system. The data is not transmitted to other internal technical systems.

The data is stored for a period of 14 days from the date of registration and then automatically deleted.

In case of a Covid-19 (suspicious) case, the possible contacts can be evaluated.

If necessary and required, the data will be transmitted to the health authority.

The measure is based on Art. 6 par. 1 (e) of GDPR.





## Supplement regarding Data Protection Declaration of Consent for the TISS 3-G Verification

The TISS 3-G-Proof allows easy and secure access to TU buildings in 2 steps:

1. Uploading the green pass to TISS
2. Presenting the TISS access screen on your smartphone at the entrance of the building

### Processing of your Data

In order to use this service, a one-time consent for the processing and storage of the following data is required.

The following personal data from the Green Pass will be processed.

- Name
- Date of birth
- Type of certificate (tested, recovered, vaccinated)
- Type of vaccine (only vaccines with a valid EU authorization can be processed)
- Time of vaccination/test/recovery
- In case of a test - the test result

These data are only processed, but not stored.

### Storage of your Data

For the provision of the corresponding TISS access screen on your smartphone, it is necessary to store the following data until revoked, or until there is no more need for a control of a low epidemiological risk.

- Period of validity of the proof
- Photo (if no TU-Card photo is available)

6<sup>th</sup> April, 2022

