

## Fact Sheet on Data Protection

In the following, we inform you about the means and modes of the procession of your personal data in the context of your application for financial funding, according to the directive of funding of foreign students at universities of Hamburg dated 21<sup>st</sup> of July 2017, pursuant to the European General Data Protection Regulation (GDPR).

The following general information is applicable for all the applicants and people who might be able to provide information on behalf of the applicant, such as their spouses, partners and parents.

### 1. Information on personal data acquisition

The responsible authorities for the data acquisition after Art. 13 GDPR are the universities, which allocate the scholarships and supervise the application procedure.

HafenCity Universität Hamburg (HCU), Henning-Voscherau-Platz 1, 20457 Hamburg

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### 2. Information on the procession and transmission of personal data

Your personal data may be processed and transmitted to the responsible authorities as follows:

- The furnished particulars on your income as well as on your spouses or partners income and, if necessary, your parents income can be checked at the local finance authority (taxation office) or the individual employer as well as through a bank account retrieval after § 93 section 8 Abgabenordnung at the Federal Central Tax Office of Germany.
- If all requirements for a bank account retrieval have been met, the information on your personal asset provided through your application can be checked at the Federal Central Tax Office of Germany after § 93 section 8 Abgabenordnung.
- Your data, especially data which include your address or bank account information, will be forwarded to the responsible finance offices of the universities due to necessary preparation procedures in order to initiate the cash outflow of the scholarship to you.
- In the event of a not balanced-out financial claim caused by you, your personal data will be forwarded to the responsible enforcement authority. This could be the case, if you deny a redemption after having received an overpayment that the universities initiated erroneously to you.
- In order to correctly fulfil and supervise the administration of justice and exertion of duties, your personal data may be provided to the Ministry of Science, Research and Equalities and, in case of an public administration examination, to the Court of Auditors of the Free and Hanseatic City of Hamburg.

### **3. Information on the retention of your data**

After the elicitation and potential forwarding of your data to the institutions mentioned above, the data will be saved as long as provided for by statute and as long as it is necessary to keep up the fulfilment of tasks by the responsible authority. Your data will be deleted after the completion of the scholarship program and the payments associated with it after ten years at the latest.

### **4. Information on your rights and duties**

- You are granted the right to withdraw your consent on the use of your personal data through the responsible authority of the scholarships (the universities) as well as the right to rectification (Art. 16 GDPR), the right to access your data (Art. 15 GDPR), the right to erasure your data and the right to limit the use of your data to a certain extent. Furthermore, you are granted the right to be informed by the responsible authority on the use of your data at any time.
- You are granted the right of appeal at the responsible data protection controlling authority.
- If you happen do not be wanting to provide certain information, which however is necessary for the applicant to be given a scholarship, your application cannot be taken into consideration and you will therefore not be able to be funded after the directive of funding of foreign students at universities of Hamburg dated 21<sup>st</sup> of July 2017.