

## Application for preselection right for WS/SoSe

Please fill in the bottom part of this form and attach the relevant supporting documents (copies). Your supporting documents will be kept confidential. For more information, please visit [www.leuphana.de/vorwahlrecht](http://www.leuphana.de/vorwahlrecht).

Surname, first name:

E-Mail:

Matrikelnummer:

Faculty:

Course of studies:

### Required Evidence:

<input type="checkbox"/>	<b>Childcare (for children up to the age of 14)</b>	Birth certificate
<input type="checkbox"/>	<b>Child care (in case of disability of the child)</b>	Birth certificate Disability certificate or medical certificate
<input type="checkbox"/>	<b>Childcare (for foster children)</b>	Birth certificate Certificate of the youth welfare office
<input type="checkbox"/>	<b>Pregnancy</b>	Maternity log
<input type="checkbox"/>	<b>Care of a close relative who is in need of care</b>	Officially confirmed proof of the time required for care by the person making the application (Medical service report: anonymize third-party data if necessary)
<input type="checkbox"/>	<b>Severely disabled and equal</b>	Severely disabled person's ID card or official medical certificate stating the extent to which the disability leads to time restrictions. Indication of the beginning and expected duration of the disability.
<input type="checkbox"/>	<b>Chronic disease</b>	Medical certificate on chronic illness with indication of the extent to which the illness leads to time restrictions. Indication of the beginning and expected duration of the illness

## Notes on data protection

The personal data collected with this form will be collected and stored exclusively for the purpose of registration for the right of pre-selection at Leuphana University of Lüneburg. For this purpose, the data collected in this form will be forwarded to the relevant dean's office so that they can activate your pre-selection rights or admit you to the desired courses. The evidence submitted will be treated confidentially and will not be passed on to third parties.

Furthermore, statistics on the right to pre-register will be kept by the Family Service. Your data will be completely anonymized for this purpose so that it can no longer be traced back to you.

We will use your data only for the above-mentioned purposes and only within Leuphana University of Lüneburg. We do not transfer your data to third parties for purposes other than those mentioned above.

You have the right to obtain information about your personal data stored by us at any time.

Your personal data will be stored for the duration of the validity of your pre-selection right. As soon as you are no longer entitled to the pre-selection right, the data will be completely deleted. After you leave Leuphana University of Lüneburg, all personal data collected will be completely deleted.

The subsequent consent you have given to the collection, storage and disclosure of your personal data can be revoked at any time with effect for the future and will result in the immediate deletion of your data.

You can also refuse this consent. Then, unfortunately, we will not be able to register you for the prefix.

With your signature, you agree to the collection and storage of your personal data as well as the transfer of your personal contact data for the purposes explained above for the preselection right by the Family Service of the Leuphana University of Lüneburg.

Date, signature