

Declaration of Consent

Data privacy is an important issue for us. We use your personal data („data“ in the following text) according to the statutory provisions and will organize this transparently. Thus we would like to illustrate with the following data privacy statement, which data we use, how we are using them, and on which legal basis this occurs. You will also receive information on the contact persons as well as your rights in the context of data processing.

Name and contacts of the person in authority:

Leuphana University Lüneburg
represented by the president
Universitätsallee 1
21335 Lüneburg

Contact of the data protection officer:

Leuphana University Lüneburg
Data protection officer
Universitätsallee 1
21335 Lüneburg

E-Mail: datenschutz@leuphana.de

Uses and legal bases of data processing:

1. In case of an application for a scholarship/grant, your contact information (address, phone number, e-mail address), your study-related data (student number, semester, study program, beginning of studies, intended time of graduation), your name, your date of birth, if necessary, information on your financial situation in the context of the following functions, is always gathered: In order to be able to understand and estimate the necessity of the completion grant. The applicants' data are pseudonymized and processed in a database according to the criteria and subsequently offered to a selection panel. Next to members of the university an employee of the student services Lüneburg will also be part of the selection panel. This data processing occurs in order to prepare and complete the awarding of the scholarship, and with your voluntary consent. The legal basis is therefore Article 6 Subsection 1 P. 1 Letter (a) of the General Data Protection Regulation (GDPR).
2. Should you have applied for a completion grant for the funding of students with (a) child(ren), we will also process information about the children living in your home (last name, first name, date of birth, relationship) for the purposes of establishing the need for funding. This is also based on your voluntary consent, in line with Article 6 Subsection 1 P. 1 Letter (a) of the GDPR.
3. Should you have applied for a completion grant for the funding of students with a disability or chronic illnesses, we will process the information on the health impairment, chronic illness, or disability (the beginning of its existence, its impact on the final phase of the studies, requisite verification). This serves the purpose of establishing the need for funding as well, and also occurs on the basis of your voluntary consent in line with Article 6 Subsection 1 P. 1 Letter (a) of the GDPR.



4. Should your application for a completion grant for student as per number 3 or 4 be successful, we will process your information via your bank account. This also occurs on the basis of your voluntary consent in line with Article 6 Subsection 1 P. 1 Letter (a) of the GDPR.

General information:

Even if you are not making use of your following rights, your information will be deleted three months after the grant has been paid out. This does not apply if a longer storing of that information is required by law or required for the legal enforcement within the statute of limitations. As long as the data is merely stored for the aforementioned purpose, the access to this data is limited to the bare minimum.

We would like to let you know, that the provision of your data is not contractually prescribed. If you are not consenting to the processing of your data, you cannot be the recipient of the grant.

An automated decision, including profiling within the meaning of Article 22, Subsection 1 and 4 GDPR, will not occur.

Your right to withdraw consent:

You have the right to withdraw your consent with future effect. This means, that the legitimacy of the processing, which occurred because of your consent up until your withdrawal of consent, is not affected. The declaration of your withdrawal can be informal and does not require any explanation. There will be no disadvantages for you should you choose to withdraw your consent.

Your further rights:

You have the right to request **information** from us about the processing of data that concern you. This right to information includes a copy of your data, the purposes of data processing, the recipients of the data, as well as the storage period.

If incorrect data has been processed, you may request the immediate **correction** of said data. If the legal prerequisites in line with Article 17 or 18 of the GDPR apply, you may also request an immediate **deletion** or a **restricted processing** of the data. Please note that a restricted processing of your data may not be possible.

In addition, you can use your right to **data portability** in line with Article 20 of the GDPR.



To exercise your aforementioned rights, please contact:

Leuphana Universität Lüneburg
Valentina Seidel
Universitätsallee 1, C40.159
21335 Lüneburg

E-Mail: valentina.seidel@leuphana.de

or

Leuphana Universität Lüneburg
Hannah Brandenburg
Universitätsallee 1
21335 Lüneburg

E-Mail: hannah.brandenburg@leuphana.de

Should you have more questions, please contact our data protection officer.

With complaints regarding data protection laws, please contact a data protection authority of your choosing.

The following is directly responsible for the Leuphana University Lüneburg:

Die Landesbeauftragte für den
Datenschutz Niedersachsen
Prinzenstraße 5
30159 Hannover.

E-Mail: poststelle@lfd.niedersachsen.de

Declaration of consent

I hereby consent to the processing of my personal data in line with the description of data processing and with the awareness of my abovementioned rights.

Place, Date

Signature



Name of the signatory in block letters

(Consent of the holder of parental responsibility is necessary, in case of a minor)