

Information on the Processing of Personal Data

Within the Framework of FH Aachen's Alumni Survey

With this data protection notice, FH Aachen fulfils its obligation to provide information pursuant to Article 13 of the EU General Data Protection Regulation (EU GDPR) for the above-mentioned processing of personal data. With regard to the other terms used, "personal data", "processing", "controller" etc., reference is made to the definitions in Article 4 of the EU GDPR.

1. Processing of Personal Data and Purposes

1.1 Address Data

The addresses of former students of FH Aachen were collected and stored in electronic form on the basis of the Registration Regulations ("Einschreibeordnung") of FH Aachen in connection with the Higher Education Statistics Act (HStatG, Hochschulstatistikgesetz). This address data is compiled by the Registrar's Office of FH Aachen according to the sample surveyed and then made available to the Centre for University Didactics and Quality Development in Teaching and Learning (ZHQ, Zentrum für Hochschuldidaktik und Qualitätsentwicklung in Studium und Lehre) solely for the purpose of conducting the alumni survey. The stored address data will not be used for any other purposes than for the invitation and reminder to participate in the survey.

1.2 Survey Data

In order to take part in the survey, you sign on for the anonymous online survey with your access code on the Internet. This online survey is conducted by the Institute for Applied Statistics (ISTAT, Institut für angewandte Statistik). You can find out more about [data protection at the ISTAT](#) here. The codes used are communicated to ZHQ by ISTAT in order to avoid unnecessary reminders. On the one hand, the access code is therefore linked to the address data, which only FH Aachen has for the purpose of invitation. On the other hand, it is linked to the survey data, which only ISTAT has. There is a contractually stipulated and legally binding agreement between ISTAT and FH Aachen pursuant to Art. 28 EU GDPR, according to which the survey results may not be merged with the personal data. Furthermore, the collected data (socio-demographic data, information on the evaluation of the course of study and the respective reasons for deregistration) may only be evaluated, presented and/or passed on in a way that ensures that survey participants cannot be identified. Anonymity is therefore guaranteed.

2. Legal Basis

The legal basis for the processing of personal data for the invitation to the survey (see 1.1) is Art. 6 para. 1 lit. e. EU GDPR in conjunction with the Higher Education Act NRW §3, §7 (2), §7 (4), §8 (5) as well as the Evaluation Regulations ("Evaluationsordnung") of FH Aachen, Part A: Studies, Teaching and Further Education (§1 para. 3, §4.2 para. 5) which are based on this. Address data may only be transferred and used within the university if they serve the fulfilment of the university's tasks and, in particular, the research on withdrawal from studies and changing universities as well as the quality development in studies and teaching. The legal basis for the processing of personal data within the framework of participation in the survey (see 2.2.) results from the consent of the data subjects pursuant to Art. 6 para. 1 lit. a EU GDPR.

3. Period of Processing / Erasure of Data

At ZHQ, the address data is only required for the invitation to the survey (see 1.1) and is erased after the survey has been carried out. Storage in the Central University Administration remains unaffected. The anonymised survey data (1.2.) will not be erased.

4. Your Rights as a Data Subject

As a data subject, you can exercise the rights granted to you by the EU GDPR at any time:

- the right to be informed whether and which of your data is being processed (Art. 15 EU GDPR),
- the right to request that the data concerning you be rectified or completed (Art.16 EU GDPR),
- the right to have the data concerning you erased in accordance with Art.17 EU GDPR,
- the right to demand restriction of the processing of the data in accordance with Art. 18 EU GDPR,
- the right to withdraw your consent at any time. The lawfulness of the processing carried out on the basis of the consent until its withdrawal is not affected by this (Art. 7 (3) EU GDPR),
- the right to object to future processing of data relating to you in accordance with Art. 21 EU GDPR.

In addition to the aforementioned rights, you have the right to lodge a complaint with the Data Protection Supervisory Authority (Art. 77 of EU GDPR), for example with the State Data Protection and Freedom of Information Officer of North Rhine-Westphalia ("Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen") responsible for your university (Kavalleriestraße 2-4; 40213 Düsseldorf; Phone: 0211 38424-0; Email: poststelle@ldi.nrw.de).

5. Validity of This Data Protection Notice

We reserve the right to amend this data protection notice in order to adapt it, if necessary, to changes in relevant laws or regulations or to better meet your needs. This data protection notice applies in the version last published by FH Aachen.

6. Contact Information

Responsible

FH Aachen
Bayernallee 11
52066 Aachen
Phone.: +49.241.6009 0
www.fh-aachen.de

Data Protection Officer

Mr Thomas Lex
Email: lex@fh-aachen.de
Phone.: +49.241.6009 51043
<http://www.fh-aachen.de/hochschule/justizariat/datenschutz>

Evaluation Officer & Contact Person for the Survey

Mr Jörg Jörissen
Email: evaluation@fh-aachen.de
Phone: +49.241.6009 51822
www.zhq.fh-aachen.de