**Data protection notice for the survey “Scholarship offer for the DAAD scholarship database”**

We, the German Academic Exchange Service (Deutscher Akademischer Austauschdienst e.V., DAAD), take protecting personal data and keeping them confidential very seriously. With this notice we would therefore like to inform you of how your data collected through the survey “Scholarship offer for the DAAD scholarship database” will be processed. Your data will be processed exclusively within the legal framework of the applicable data protection provisions, in particular the General Data Protection Regulation (hereinafter referred to as “GDPR”) and the German Data Protection Act (Bundesdatenschutzgesetz, hereinafter “BDSG”).

1. **Who is responsible for processing my data, and who is the commissioner for data protection?**
2. **The controller responsible for processing your personal data is:**

Deutscher Akademischer Austauschdienst e. V. (DAAD)

Kennedyallee 50

53175 Bonn

Germany

Tel.: +49 228 882-0

datenschutz@daad.de

1. **You can contact our commissioner for data protection at:**

Dr Gregor Scheja

Scheja und Partner Rechtsanwälte mbB

Adenauerallee 136

53113 Bonn

Germany

Tel.: +49 228 227 226 0

[https://www.scheja-partner.de/kontakt/kontakt.html](https://www.scheja-partner.de/en/contact/contact.html)

1. **What data are subject to data protection?**

Data protection applies to personal data. Personal data refer to any information relating to an identified or identifiable natural person (known as the data subject). This includes information such as the data subject’s name, postal address, e-mail address or telephone number.

1. **Which of my personal data will be processed?**

We will only process personal data for this survey that you have provided in the course of your participation in the survey. These may include:

* Contact data, including your name, your e-mail address and your telephone number
* Gender
1. **For what purposes and on what legal basis will my personal data be processed?**

We will process your personal data on the basis of your submitted Declaration of Consent. The purpose of processing is to register your scholarship offer for the DAAD scholarship database by means of this survey.

Your data will be processed based on Art. 6 (1) a) of the GDPR.

You may withdraw your consent at any time. However, please note that any such withdrawal only takes effect from that point forward and thus does not affect the lawfulness of data processing already performed on the basis of your previous consent.

Once the survey has concluded, the data will be analysed by our Research and Studies section (S15). The data will be anonymised, i.e. all names and other potentially identifying information (e.g. name and e-mail address) will be removed.

1. **Will you conduct any automated decision-making or profiling?**

We use neither automated decision-making nor profiling as per Art. 22 of the GDPR.

1. **Will my personal data also be collected from third parties?**

We mainly process the personal data that we collect directly from you in the context of the survey.

1. **Am I required to provide my** **personal data?**

You are neither contractually nor legally obligated to provide us with your personal data in the course of your voluntary participation in this survey. It is up to you what personal information you provide during the survey. We may however be unable to analyse your responses if you do not provide certain information.

1. **Who has access to my personal data and which recipients will receive them?**

Your personal data will only be accessible to departments within the DAAD that need such access to fulfil their functions or duties, and to the staff working in these departments. This relates to K24.

We will only pass your personal data on to external recipients if there is a legal justification for doing so. External recipients may be:

* Commissioned data processors: service providers entrusted with maintaining our IT systems. We carefully select such processors and regularly screen them to ensure that your personal data are in good hands. These service providers may moreover only process your personal data for the purposes we specify.
* Public authorities: public authorities and state institutions, such as public prosecutors, courts of law and fiscal authorities, to which we may be required to provide personal data in individual cases.
1. **Do you intend to transfer my data to third countries?**

There will be no transfer of your personal data to third countries.

1. **For how long will my personal data be stored?**

You can find the retention period for your personal data in the chapter on data processing under section IV.

1. **What are my rights as a data subject?**

You have the following rights regarding the processing of your personal data:

1. **Right to information**

You have the right to obtain confirmation from us as to whether or not we process personal data on you. If we do, you have the right to access your personal data and the right to further information regarding their processing.

1. **Right to rectification**

You have the right to demand the rectification of any inaccurate personal data we hold on you and the right to demand that incomplete personal data be completed.

1. **Right to erasure (“Right to be Forgotten”)**

Under certain circumstances, you have the right to demand that we erase your personal data. You have this right, for example, if your personal data are no longer required for the purpose for which they were collected or otherwise processed or if your personal data have been unlawfully processed.

1. **Restriction of processing**

Under certain circumstances, you have the right to demand that we restrict our processing of your personal data. In this case, we will only store those personal data for which you have given consent or for which the GDPR permits processing. You may, for example, have the right to restrict processing if you have contested the accuracy of your personal data.

1. **Data portability**

If you have provided us with personal data on the basis of a contract or a Declaration of Consent and the appropriate statutory requirements are met, you can demand that we send you the data you gave us in a structured, commonly used and machine-readable format or that we transfer them to a different controller.

1. **Withdrawal of consent**

If you have given us your consent to the processing of your personal data, you can withdraw this consent at any time with future effect. This does not however affect the lawfulness of any processing of your data conducted prior to your withdrawal of consent.

1. **Right to lodge a complaint with the supervisory authority**

You can also lodge a complaint with the competent supervisory authority if you believe the processing of your data to be unlawful. To do so, you can contact the data protection authority responsible for your place of residence, your workplace or the location of the alleged infringement or you can contact the data protection authority responsible for us. The responsible data protection authority is the supervisory authority of the federal state in which you reside, work or in which the alleged infringement that is the subject of your complaint took place.

1. **Whom can I contact if I have questions or to assert my rights as a data subject?**

Should you have any questions about the processing of your personal data or about asserting your rights as a data subject as set out in section XI. numbers 1 to 7, you may contact us free of charge. To do so, please use the contact details specified under section I. no. 1. Moreover, you can always withdraw your consent via the same form of contact that you used to submit your Declaration of Consent.

If you have any questions concerning this notice, you may also contact info@studieren-weltweit.de

Last revised: 02.02.2021