

## 1. Registering for KL Academy events.

This privacy policy contains important information about how your data is processed when you register or apply for an event held at the KL Privatuniversität für Gesundheitswissenschaften (hereinafter: KL) within the framework of the KL Academy.

We process the personal data that you yourself have provided in your application:

- title, names, form of address
- date of birth, place (or state) of birth
- nationality/citizenship
- address and contact details (phone, email)
- comments, notes and correspondence

Additional documents may be required for certain events:

- previous education (type of school, country, school name)
- professional experience/training
- ID data, photograph
- various application documents (CV, references, certificates)

The lawful basis of this processing is the performance of a (pre-)contractual legal relationship pursuant to Article 6 (1) b EU-GDPR.

The **purpose of processing** is to process your application.

Your data will be processed internally by the individuals responsible for the admissions process.

### **Sharing your data**

When events are held in cooperation with our partners, we will share the data that these partners require for the specified purpose with them.

### **Erasing your data**

If you do not conclude a training contract with KL, your data will be deleted no later than 12 months after completion of your registration/application procedure.

Should you decide to apply again in the following year, this retention period eliminates the need to repeat any administrative processes that may otherwise be necessary for documents that have already been reviewed.

Your data will of course be deleted immediately at your request.

### **Data provision**

The provision of this data is necessary for the **purpose of concluding a contract**. If you do not provide the data, we may not be able to process your application.

## 2. Participating in events at the KL Academy.

When you conclude a training contract with us, the data collected from your application will be transmitted to the KL university administration.

Additional data will be processed in the course of the event:

- examination data and transcripts
- study programme and internships
- photographs and/or video footage incl. audio recordings for teaching purposes
- tuition fee data
- additional qualifications
- communication documents

This data is processed on the basis of the following:

- your training contract (Article 6 (1) b EU-GDPR)
- legal obligations of KL as a higher education institution <sup>1</sup>(Article 6 (1) c EU-GDPR)
- Legal reporting obligations of KL<sup>2</sup> (Article 6 (1) c EU-GDPR)

The following data processing is carried out on the basis of your consent (Article 6 (1) a EU-GDPR):

- your consent (Article 6 (1) a EU-GDPR) to marketing activities (individual images in folders, brochures, online)

**If you are enrolled in a university course**, please refer to the data protection information for students on our website ([www.kl.ac.at/datenschutz](http://www.kl.ac.at/datenschutz)).

The **processing purposes** are events administration, documentation of examination results, awarding of academic degrees and the administration of tuition fees.

The student data is used internally by KL staff and by our cooperation partners in accordance with the designated purpose.

### **Sharing your data**

When events are held in cooperation with our partners, we will share the data that these partners require for the specified purpose (e.g. instructor is given names) with them.

### **Erasing your data**

Different laws governing the retention of examination data apply, depending on which further education course you have completed. Your data will be deleted after these periods have expired.

### **Data provision**

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<sup>1</sup> Austrian Education Documentation Act (Bildungsdokumentationsgesetz), Austrian Universities Act (Universitätsgesetz), HS-QSG

<sup>2</sup> Austrian Education Documentation Act, Austrian Universities Act, Students' Union Act (HSG)

If the provision of personal data for this processing is **required by law**, is **contractually agreed**, or is **necessary for the conclusion of a contract**, it may not be possible for KL to fulfil its obligations towards you if you do not provide this data.

### 3. What are your rights as a data subject?

The EU-GDPR defines the following rights and imposes the obligation on data controllers to comply with them:

- right of access
- right to rectification
- right to erasure
- right to restriction of processing
- right to data portability
- right to object to processing

If you have any queries about the above, **please contact us directly**.

If you believe that your data has been processed in a way that violates data protection law or that your data subject rights have otherwise been violated, you have the right to submit a complaint to the supervisory authority.

In Austria, this is the:

Austrian Data Protection Authority  
Email: [dsb@dsb.gv.at](mailto:dsb@dsb.gv.at)  
Website: [dsb.gv.at](http://dsb.gv.at)

### 4. Contacts

#### Data controller

Karl Landsteiner Privatuniversität für Gesundheitswissenschaften GmbH  
Dr. Karl Dorrek Strasse 30  
3500 Krems  
Austria

#### Contact details of our Data Protection Officer

Karl Landsteiner Privatuniversität für Gesundheitswissenschaften GmbH  
Dr. Karl Dorrek Strasse 30  
3500 Krems, Austria  
Email: [datenschutz@kl.ac.at](mailto:datenschutz@kl.ac.at)

#### Data protection information

Website: [www.kl.ac.at/datenschutz](http://www.kl.ac.at/datenschutz)

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