

# 1. Students

This privacy policy contains information on how your data is processed within the framework of the administration of full and associate students at Karl Landsteiner Privatuniversität für Gesundheitswissenschaften.

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

The following data will also be processed in the course of the study programme:

- matriculation number or substitute registration number
- 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 following bases:

- your training contract (Article 6 (1) b EU-GDPR)
- legal obligations of a higher education institution KL 1 (Article 6 (1) c EU-GDPR)
- legal reporting obligations of KL2 (Article 6 (1) c EU-GDPR)
- your consent (Article 6 (1) a EU-GDPR) for marketing activities (individual images in folders, brochures, online)

When you graduate, we will ask you to allow us to continue to use your contact details so that KL can reach out to you to ask for updates on your career or other activities.

This data is processed on the basis of your consent (Article 6 (1) a EU-GDPR)

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

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

Student data will be processed internally by KL staff.

## Sharing your data

The campus library is shared and so the following data will be forwarded to the **University Library** of Donau Universität Krems, Dr. Karl Dorrek Strasse 30, 3500 Krems, Austria: name,

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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)

date of birth, gender, matriculation number, date of expiry, status [student, employee], comments [exchange, deletion]).

A contract has been concluded in accordance with Article 28 EU-GDPR (processor).

Visitors must show a pass to **enter** the premises outside opening hours and to access certain rooms. The data collected in this way (ID number, date and time, location) is processed by the responsible KL staff in the event of an incident (disturbance, criminal offence). The entry systems are operated by FM-Plus Facility Management GmbH, Dr. Karl Dorrek Strasse 30, 3500 Krems, Austria. A contract has been concluded in accordance with Article 28 EU-GDPR (processor).

As an additional service, KL takes out **insurance** for all students. In the event of an insurance claim, **your** personal data will be shared with the insurance company on a case-by-case basis in order to assert the claim.

KL may identify you by name in the course of its **marketing** or similar activities, and publish photographic images of you. In cases that go beyond KL's interest in documentation (use of names, individual images), we will contact you personally **in advance** to ask for your consent.

Furthermore, data is transmitted to the Austrian Federal Ministry of Education, Science and Research, Statistik Austria, the Austrian Students' Union<sup>3</sup> and the Student Aid Authority<sup>4</sup> on the basis of **legal requirements**.

### **Erasing your data**

KL is required to store the following data for 80 years (section 53 (6) University Act): name and matriculation number, designation of examinations and topic of academic papers, ECTS credits awarded, name of examiners/assessors, date of examination/assessment.

All other data will be erased after you have left the educational institution or after the relevant retention periods required under special legislation or contractually agreed with third parties – e.g. funding bodies – have expired.

In addition, student data is stored until the end of any legal disputes for which it is needed as evidence.

### **Data provision**

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.

If we collect data that does not fall under the above criteria, we will ask for your voluntary consent beforehand.

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<sup>3</sup> Austrian Students' Union Act 2014

<sup>4</sup> Austrian Student Support Act (Studienförderungsgesetz)

## 2. What are your data protection rights?

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](https://www.dsb.gv.at)

## 3. 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](https://www.kl.ac.at/datenschutz)

Your trust is important to us. We are therefore committed to answering any questions you may have about the processing of your personal data. We will be happy to answer any questions that were not answered by this privacy policy at any time.

Last updated: 20 March 2023