



## **Privacy Statement "Incoming students - Completing a study-abroad semester at FHWien der WKW/University of Applied Sciences for Management and Communication"**

The safeguarding of your personal data is very important to us. Therefore, we comply strictly with the legal requirements when collecting and processing your personal data.

We process your personal data exclusively within the framework of the provisions of European and Austrian data protection laws. We will tell you about who we are and the nature, scope, and purpose of the data collection and its use.

### **Who we are**

The organization entrusted for handling data processing is the FHW Fachhochschul-Studiengänge Betriebs- und Forschungseinrichtungen der Wiener Wirtschaft GmbH, FN: 141443f.

Address: Währinger Gürtel 97, 1180 Vienna, Austria

E-Mail: [servicepoint@fh-wien.ac.at](mailto:servicepoint@fh-wien.ac.at)

E-Mail address for data protection concerns: [datenschutz@fh-wien.ac.at](mailto:datenschutz@fh-wien.ac.at)

### **Collecting and processing your data**

For information relating to the handling of data provided to us while studying at our university as well as any data that accrues during your studies, please refer to our data protection statement titled "Students at FH Wien der WKW".

Additionally, and as part of your study-abroad semester at our university (for which you have applied after being nominated by your home university), we will process the personal data you provide as well as data that accrues while studying for the study-abroad semester. We have received from your home university your nomination for the completion of a study-abroad semester at our university, which only includes general personal data such as your name and email address.

Data processing is carried out in accordance with Art. 6 para 1 lit. b of the GDPR which regulates the processing of your application for completing a study-abroad semester at our university.

The provision of personal data is neither prescribed by law or contract; however, the non-provision of data precludes an evaluation of your application for completing a study-abroad semester at our university.

The disclosure of data about a disability is voluntary in case you wish to check the accessibility and need for accommodation or for making feasible adjustments at our university. The processing of data about a disability is based on your consent pursuant to Art. 9 (1) (a) GDPR. This consent can be revoked at any time. Upon receiving your revocation, the processing of your personal data for the specified purpose will no longer be permissible. Until we receive your revocation, the lawfulness of processing your data remains unaffected. To revoke your consent, please contact the Center for International Education & Mobility (CIEM) via email at [ciem@fh-wien.ac.at](mailto:ciem@fh-wien.ac.at)

## Who receives my personal data?

Recipients receive your data insofar as this is required for fulfilling the respective purpose within the existing legal framework:

- Home university
- If you are participating in an Erasmus+ program and your home university is outside an Erasmus + program country (KA 103) but is in an Erasmus + partner country (KA 107): OeAD GmbH in Vienna (Austrian Agency for International Mobility and Cooperation in Education, Science, and Research)

A range of data may be transmitted to the data processors (specifically for the provision of cloud services) if and to the extent that they require the data to fulfill their respective service.

## Data transmission to a third country

If your home university is based in a non-EU country i.e. outside the EU / EEA zone, to which neither an adequate decision of the EU Commission pursuant to Art. 45 GDPR nor appropriate data protection guarantees pursuant to Art. 46 GDPR, including binding internal data protection regulations pursuant to Art. 47 GDPR are available, it shall be assumed that no adequate level of data protection within the meaning of the GDPR can be guaranteed. In this particular case, the transmission takes place in order to fulfill a contract concluded in the interest of the data subject by the person in charge with another natural or legal person (our partnership agreement with the home university) pursuant to Art. 49 (1) (c) of the GDPR.

## Retention period

The retention of data is valid until the expiry of the warranty, the statute of limitations, the statutory retention periods applicable to us, and until the settlement of legal disputes in which the retention of the data is required for use as evidence.

## Your legal rights

Under the GDPR, you are entitled to the following rights under the conditions set out therein:

- Right to obtain information
- Right to rectification or erasure
- Right to restrict processing
- Right to data portability
- Right to revoke your consent

To exercise your legal rights or if you have questions, please contact us via email at [datenschutz@fh-wien.ac.at](mailto:datenschutz@fh-wien.ac.at) or send your correspondence to FH Wien der WKW, Legal Department, Währinger Gürtel 97, 1180 Vienna



## Legal support

As the data subject, you are entitled to file a complaint with the supervisory authority if you believe that the processing of your personal data violates European or national data protection laws. In Austria, the handling of complaints lies with the data protection authority.

As of.....02/2019

This document is a translation of the German original. In case of discrepancy between the English and German versions, the German version shall apply.

Date: 25<sup>th</sup> March 2019