

Hamm-Lippstadt University of Applied Sciences

This English translation is offered for information purposes only. In the event of any discrepancy or doubt in interpretation, the original German texts published in the Official Notices of Hamm-Lippstadt University of Applied Sciences take precedence. Only the original German texts are considered legally binding.

Information according to Art. 13 GDPR as part of the Graduation Survey at the Hamm-Lippstadt University of Applied Sciences

As part of our continuous quality development in the areas of study and teaching, we regularly conduct surveys among our graduates. The goal is to obtain valuable feedback on the study experience and the transition into professional life. Protecting your personal information is of utmost importance to us. In the following, we inform you about the processing of your data in connection with the "Graduation Survey" which we carry out in joint responsibility with the Institute for Applied Statistics (ISTAT).

I. Name and Address of the Controller

In the context of organizing and conducting the Graduation survey, personal data is processed under shared responsibility according to Art. 26 GDPR by:

Hamm-Lippstadt University of Applied Sciences
Represented by the President
Marker Allee 76-78
59063 Hamm
Email:info@hshl.de

Institute for Applied Statistics (ISTAT)
Chairperson: Dirk Reifenberg
Universitätsplatz 12
34127 Kassel
Email:reifenberg@istat.de

II. Name and Address of the HSHL Data Protection Officer

You can reach our data protection officer as follows:

Attorney Ellen Kortenbach
ppc Data GmbH
Dycker Feld 53
42653 Solingen
Email:dsb@hshl.de

III. Scope and Legal Basis of Data Processing

Your data is processed in accordance with Art. 6(1), letters (c) and (e) GDPR and serves the purpose of conducting the graduate survey. With regard to the graduate survey, personal data is processed every two years due to a legal obligation of Hamm-Lippstadt University of Applied Sciences towards the Ministry of Culture and Science NRW (Ministerium für Kultur und Wissenschaft NRW). Furthermore, the annual processing of personal data within the framework of the graduate survey serves the public interest, namely the quality assurance and development at Hamm-Lippstadt University of Applied Sciences, as well as for research purposes.

The purpose of the graduate survey is to evaluate the skills acquired during the course of study and to record the professional situation of the graduates. The survey will help us improve, if necessary, both the services and advice offered as well as the course of study.

The document, which contains personal data (contact information), is used during the survey phase to send the invitations and reminders to graduates to participate in the survey. An anonymized file is used for plausibility checks. Hamm-Lippstadt University of Applied Sciences, supported by the external service provider Institute for Applied Statistics (ISTAT), creates data analyses, reports, and presentations that are made available to selected decision-makers within the university for the purpose of quality assurance. Key results are also published on the HSHL website.

The legal bases are: Art. 6(1), letters (c) and (e) GDPR, Section 3(1) DSG NRW; Section 8(5) and Section 7 (2) HG NRW; Section 3c, letter (n) of the HSHL enrollment regulations (19 February 2024); Section 7 of the Evaluation Regulations of the HSHL (16 October 2023).

Note on Artificial Intelligence Use

Within our graduation survey, we employ the evasys software, which incorporates AI to enhance efficiency and precision in survey data evaluation. The AI-assisted text analysis automatically reviews the responses to open-ended questions in order to identify and highlight relevant themes. The AI-function solely uses the data provided by HSHL within evasys, with no external data transfer or sharing.

IV. Recipients of the Data

The recipients of the file containing your contact information and the separate file containing your anonymized survey data are the employees within the HSHL quality management department:

Hamm-Lippstadt University of Applied Sciences
Center for Teaching Management/ Quality Management Department
Marker Allee 76-78, 59063 Hamm
Email: absolventenbefragung@hshl.de

The recipients of the file containing the anonymized survey data as well as a plausibility check file:

Institute for Applied Statistics (ISTAT)
Chairperson: Dirk Reifenberg
Universitätsplatz 12
34127 Kassel
Email: reifenberg@istat.de

V. Duration of Storage of contact information and evaluation data

The document containing your contact information will be kept for the duration of the invitation process (expected to run from January of one year to July of the following year) of the corresponding graduate survey. It will then be deleted.

The file containing the anonymized survey data will be stored at the HSHL in accordance with legal retention periods.

VI. Participation

Your participation in the graduation survey is entirely voluntary, with no adverse consequences for non-participation. By participating and providing your personal data, you support HSHL in meeting its legal obligations to maintain educational quality.

VII. Rights of the Data Subject

If your personal data is processed, you are entitled to information about your stored personal data (Art. 15 GDPR).

If incorrect personal data is processed, you have the right to rectification (Art. 16 GDPR).

If the legal requirements are met, you can request data deletion, processing restriction or object to processing (Art. 17, 18 and 21 GDPR).

Additionally, should you consent to data processing or a processing contract exists with automated processing, you might have data portability rights (Art. 20 GDPR).

Hamm-Lippstadt University of Applied Sciences will verify the fulfilment of legal prerequisites upon the exercise of your rights.

VIII. Right of Withdrawal

You may withdraw your consent to data processing by Hamm-Lippstadt University of Applied Sciences at any time, effective for the future, Hamm-Lippstadt University of Applied Sciences will then promptly delete your data. The withdrawal does not affect the legality of the consent-based processing before the revocation.

A revocation should be sent to:

Hamm-Lippstadt University of Applied Sciences
Center for Teaching Management/ Quality Management Department
Marker Allee 76-78, 59063 Hamm
Email: absolventenbefragung@hshl.de

IX. Right of Complaint to the Supervisory Authority

Furthermore, you have the right to lodge a complaint with the North Rhine-Westphalia State Commissioner for Data Protection and Freedom of Information.

Post box 20 04 44, 40102 Düsseldorf

Tel.: 0211/38424-0

Fax.: 0211/ 8789-999

E-Mail: poststelle@ldi.nrw.de