

## Graduate Survey at the Hamm-Lippstadt University of Applied Sciences - Information according to Art. 13 GDPR

Data protection information regarding the storage of your data as part of the graduate survey.

### I. Name and Address of the Controller

Hamm-Lippstadt University of Applied Sciences  
Represented by the President  
Marker Allee 76-78  
59063 Hamm  
Germany  
Phone: +49 (0)2381 8789-0  
Email: [info@hshl.de](mailto:info@hshl.de)  
Website: [www.hshl.de](http://www.hshl.de)

### II. Name and Address of the Data Protection Officer

Hamm-Lippstadt University of Applied Sciences  
Data Protection Officer  
Marker Allee 76-78  
59063 Hamm  
Germany  
Phone: +49 (0)2381 8789-7213  
Email: [dsb@hshl.de](mailto:dsb@hshl.de)

### III. Scope and Legal Basis of Data Processing

The processing of your data is based on 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 the 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 of the university and research.

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 in order to improve the services and advice offered and, if necessary, the course of study.

The document, which contains personal data (address data), is used during the survey phase to send the invitations and reminders to graduates to participate in the survey, as well as for data cleansing, if necessary. Hamm-Lippstadt University of Applied Sciences, supported by the external service provider ISTAT, Institute for Applied Statistics (Institut für angewandte Statistik), prepares data analyses, reports, and presentations, which are made available within the university for quality assurance purposes.

The legal bases are: Art. 6(1), letters (c) and (e) GDPR, Section 3(1) DSG NRW, Sections 8(5) and 7(2) HG NRW, Section 3c, letter n) of the HSHL enrollment regulations

dated 19 February 2024, Section 7 of the HSHL evaluation regulations dated 16 October 2023 in the current version.

#### **IV. Recipients of the Personal Data**

Hamm-Lippstadt University of Applied Sciences and the Institute for Applied Statistics (ISTAT) are jointly responsible for processing your data in accordance with Art. 26 GDPR.

The recipient of the file containing your address data and the separate file containing your anonymized survey data:

Hamm-Lippstadt University of Applied Sciences  
Center for Teaching Management  
Quality Management Department  
Marker Allee 76-78  
59063 Hamm  
Email: [absolventenbefragung@hshl.de](mailto:absolventenbefragung@hshl.de)

The recipient of the file containing your anonymized survey data:

Institut für angewandte Statistik (ISTAT, Institute for Applied Statistics)  
Managing Director: Dirk Reifenberg  
University Square 12  
34127 Kassel  
Email: [reifenberg@istat.de](mailto:reifenberg@istat.de)

#### **V. Duration of Storage**

The document containing your address data 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 HSHL in accordance with the legally required data retention period.

#### **VI. Mandatory or Required Provision**

Participation in the graduate survey is voluntary. There will be no negative consequences for you if you choose not to participate. By answering the questionnaire and providing your personal information you will be helping the HSHL to meet its legal obligation to ensure the quality of the studies and teaching it offers.

#### **VII. Data Subject Rights**

If your personal data is processed, you have the right to obtain information about the data stored about you (Art. 15 GDPR).

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

If the legal requirements are met, you may request erasure or restriction of processing as well as object to processing (Art. 17, 18, and 21 GDPR).

If you have consented to the data processing or if a contract for data processing exists and the data processing is carried out with the help of automated procedures, you may have a right to data portability (Art. 20 GDPR).

Should you make use of your above-mentioned rights, Hamm-Lippstadt University of Applied Sciences will check whether the legal requirements for this are met.

## **VIII. Right of Withdrawal**

If you have consented to the processing of your data by Hamm-Lippstadt University of Applied Sciences, you may revoke your consent at any time with effect for the future. Hamm-Lippstadt University of Applied Sciences will then delete your data immediately. The legality of the data processing carried out on the basis of the consent until the revocation is not affected by the revocation.

A revocation should be sent to:

Hochschule Hamm-Lippstadt  
Zentrum für Lehrmanagement  
Sachgebiet Qualitätsmanagement  
Marker Allee 76-78  
59063 Hamm  
Email: [absolventenbefragung@hshl.de](mailto:absolventenbefragung@hshl.de)

## **IX. Right of Complaint to the Supervisory Authority**

Furthermore, there is a right of appeal to the State Commissioner for Data Protection and Freedom of Information in North Rhine-Westphalia.

Postfach 20 04 44  
40102 Düsseldorf

Phone: +49 (0)211 38424-0  
Fax: +49 (0)211 38424-999  
E-Mail: [poststelle@ldi.nrw.de](mailto:poststelle@ldi.nrw.de)