



## HTW Berlin: Account application Declaration of consent according to Art. 7 GDPR

The HTW Berlin - University of Applied Sciences offers numerous electronic services to all members of the university, as well as to lecturers, guests and other external parties. The use of these IT services requires a personal HTW account. As the central IT service provider, the university's Information Technology Centre is authorised to create and enable access to the HTW account. The body responsible for processing the data is the Berlin University of Applied Sciences, represented by the President (HTW Berlin, President, Treskowallee 8, 10318 Berlin; email: Praesident@htw-berlin.de).

Contact details of the official Data Protection Officer of HTW Berlin: Treskowallee 8, 10318 Berlin email: Datenschutz@htw-berlin.de.

For the purposes of account provision, personal data (PD) are recorded and processed on the application and in the central identity management system (IDMS) as well as other authentication and authorisation systems required for the use of electronic services (AAI - authentication/authorisation infrastructure). We collect and store the following data:

- First name, surname, title
- Gender
- Date of birth
- Private email address

**Duration of address retention/deletion:** The account application will be kept for a period of six months and then deleted/destroyed. If the term of your HTW account ends, your PD will be automatically deleted in the IDMS as well as in the entire central university AAI. Before the account is deleted, it is deactivated, i.e. it can no longer be used. A new application or an application extension can reactivate the account during the above retention period.

**Possibility of revocation:** The voluntary consent declared here can be revoked at any time without giving reasons. Furthermore, the correction, deletion or blocking of individual personal data can be requested at any time. You are entitled at any time to ask HTW Berlin for detailed information about the personal data processed about you. Please address any revocation declarations or requests for information, correction, deletion or blocking to the Information Technology Centre using the contact form below: <https://htw.berlin/rz-kontakt> or send these in writing to:

*HTW Berlin, Hochschulrechenzentrum, 10313 Berlin (Postfach).*

Please understand that proof of identity is required for processing. Withdrawal of your consent will result in the corresponding withdrawal of all electronic services.

**Data storage location:** The data collected is stored on internal servers of HTW Berlin and can only be viewed by authorised persons. Internal and external authentication services (federated by the German Research and Education Network, DFN) use the AAI for machine searches and for the addressing and verification of university members. The directory services of HTW Berlin are also integrated within the AAI of the German higher education landscape. HTW Berlin limits its responsibility for data processing to the AAI of the university.

### Consent in accordance with Art. 7 GDPR

I consent to the personal data collected about me in the context of the account application being processed for the purposes of generating the HTW account and for providing essential services.

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Date and signature of applicant