

Information about data processing for Leipzig University's alumni network (Privacy statement)

Your privacy is important to us. For this reason, and in order to comply with all our legal obligations to provide information, we inform you below about how we, Leipzig University, Ritterstraße 26, 04109 Leipzig, process your data and what rights you have with regard to the data processing.

All the necessary and appropriate technical and organisational measures have been taken to ensure compliance with data protection regulations.

1. Subject of data protection

Data protection applies to personal data. According to Art. 4 of the General Data Protection Regulation (GDPR), this means any information relating to an identified or identifiable person.

This includes contact data such as names, addresses, email addresses and telephone numbers. It also includes other data that typically arises in the context of study, employment and job applications, such as a person's date of birth, profile picture, CV, or training or career details.

2. Scope and purpose of data processing

As your former university and the central alumni office, we run the alumni network as a point of contact through which we would like to communicate with you about your personal and professional development, news from the University, opportunities to interact and network with other alumni, and ways in which you can support the University.

In the following, we inform you about the scope of data collection and storage as well as how we use your data (hereinafter referred to as "data processing", in the sense of Art. 4 no. 7 GDPR) and the purpose of the data collection in the context of using the alumni network.

2.1. Data processing related to the alumni network

Registration

Registering in the alumni network is voluntary and free of charge. You may withdraw your consent at any time with effect for the future. By registering in the alumni network, you consent to the storage and processing of your data for a specific purpose subject to the conditions described.

Purpose limitation

The personal data you provide will be processed for the lawful fulfilment of the tasks of the alumni office and of any subject-related alumni initiatives, and only in accordance with the consent you have given. The tasks of the central alumni office include:

- **Sending information by post and/or electronically**, usually about events, continuing education programmes, funding opportunities and news from Leipzig University. The information may, for example (but not exclusively), take the form of printed publications (magazines, newsletters, information brochures), invitations or event letters. In particular, for the purpose of mailing printed publications, it is occasionally necessary to pass on selected data to third parties (e.g. passing on your postal address to a service provider for the purpose of producing address labels). In this case, a data processing agreement will be in place requiring the service provider to comply with data protection laws.
- **Bringing former fellow students together**. The alumni office acts only as an intermediary. Your data will not be passed on to other alumni without your consent.
- **Analysis** for statistical purposes (e.g. determining the number of members from a particular subject) and for targeting communications (e.g. sending invitations to graduates of specific subjects). This type of analysis will only be carried out by the central alumni office.
- **Documenting** our interactions with you (e.g. your participation in Leipzig University's events, continuing education programmes, or funding or mentoring programmes) or your individual preferences (e.g. individual subscription settings).

2.2. Duration of data storage

If you have studied, researched, taught or worked at Leipzig University, you are one of our alumni – and if you wish, you can stay in touch with us for the rest of your life. The central alumni office will therefore not delete your user profile after a certain period of time, but will generally only do so a) in the event of your death or b) if you withdraw your consent. However, if you update certain information (such as outdated postal and email addresses), we will not retain the old data and will erase it. You may also ask us at any time to rectify or erase any part of your data which we have collected and stored.

3. Data processing for a specific purpose; disclosure of data

We adhere to the principle of collecting and processing data for a specific purpose. We process all of the above data only for the purposes stated.

Without your express consent, personal data will not be disclosed to third parties outside of the scope described here. Disclosure to government institutions and authorities authorised to receive information will also only take place within the scope of our legal obligation to provide information or if we are obliged to do so by court order.

4. Rights of data subjects (including rights of access and withdrawal; rights to object and to erasure); contacting the data protection officer

Notwithstanding the above, you may object to the use of your data at any time by sending us an email to alumni@uni-leipzig.de or by writing to Universität Leipzig, Universitätskommunikation, 04081 Leipzig.

If you withdraw your consent to data processing or object to the use of your data, this will not affect the lawfulness of data processing up to the time of withdrawal.

You can also have the data we have collected and stored rectified, blocked or erased at any time. Please note that we may be required by law to continue to store data. In this case, we will only be able to block the data.

We are also obliged to inform you that as of 25 May 2018 you also have the right to data portability pursuant to Art. 20 GDPR and the right to lodge a complaint with a supervisory authority pursuant to Art. 77 GDPR.

To exercise the above rights, please contact the alumni office at alumni@uni-leipzig.de or Leipzig University's data protection officer.

Data protection officer at Leipzig University

Leipzig University
04109 Leipzig
Tel.: +49 341 97-30081
dsb@uni-leipzig.de

Competent supervisory authority for data protection

Saxon Commissioner for Data Protection
Bernhard-von-Lindenau-Platz 1
01067 Dresden Phone: +49 351493-5401
Fax: +49 351/493-5490
saechsdsb@slt.sachsen.de

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