



## Data protection

### Information according to Article 13 GDPR

### Awarding of STIBET scholarships

## 1. Controller and data protection officer

### Responsible body under data protection laws

University of Stuttgart  
Keplerstraße 7  
70174 Stuttgart  
Germany  
Telephone: +49 711/685-0  
E-mail: [poststelle@uni-stuttgart.de](mailto:poststelle@uni-stuttgart.de)

### Data protection officer

University of Stuttgart  
Datenschutzbeauftragter  
Breitscheidstr. 2  
70174 Stuttgart  
Telephone: +49 711 685-83687  
Fax: +49 711 685-83688  
E-mail: [datenschutz@uni-stuttgart.de](mailto:datenschutz@uni-stuttgart.de)

Further information can be found in the [data protection declaration of the University of Stuttgart](#).

## 2. Description of data

In order to apply successfully for the STIBET scholarship funded by the DAAD you will need to provide us with the following data:

Part I: Contact information, CV, passport picture, enrollment certificate and transcript of

records, letter of recommendation, bank details (in case of being selected as scholarship receiver)

In case you apply for the **end of study** or **Matching-Funds scholarship** we additionally require to Part I:

- Information about the present study status and financial situation
- If applicable: work contracts, scholarship contracts, proof of debt or similar
- If applicable: information about any illnesses or chronic diseases which affect your academic performance

In case you apply for the **engagement scholarship**, we require additionally to Part I:

- Information about international voluntary work at the University of Stuttgart
- Voluntarily: information about the present study status and financial situation and information about chronic diseases or illnesses which affect your academic performance



All of your entered data will be collected in an Excel list which will be saved electronically. The application form will be stored as hard copy.

### 3. Purpose

The data entered in the application documents serve solely for the purpose of applying for the STIBET scholarship. It is required to check whether you meet the formal requirements for a scholarship and are eligible for the award of the scholarship. The data will not be used for any other purposes.

### 4. Legal basis

The legal basis is Article 6 Paragraph 1 Letter b) GDPR together with Article 6 Paragraph 3 GDPR and § 4 of the State Data Protection Act (Landesdatenschutzgesetz).

### 5. Recipients

Your data will be treated as confidentially as possible by the relevant staff members of the Dept. of International Student Services located within the International Office of the University of Stuttgart. Name, address and bank details will be forwarded to the university cash office in order to transfer the scholarship.

### 6. Storage duration

Your application documents and your data, regardless of whether you will be selected for the scholarship or not, will be kept for five years and then deleted. The university cash office will save your data for ten years.

### 7. Consequences of non-provision, right of objection and correction

You have the right to receive information from the university concerning the data saved in relation to your person and/or to have incorrectly saved data corrected. In addition, you have the right to deletion or to have the

processing restricted or to object to the processing. Please note that if you request the deletion of your data during the application process, your application for a scholarship can no longer be processed.

### 8. Your rights

Information concerning your rights can be found in the [data protection declaration of the University of Stuttgart](#).

Last revision: January 2020

