



# INFORMATION ON THE PROCESSING OF PERSONAL-DATA IN CONNECTION WITH THE PROJECT *Spring School Collegio futuro*

In accordance with Art. 13 of the General Data Protection Regulation (GDPR), you will receive the following information on the processing of your personal data by Heidelberg University as part of the Spring school “Collegio futuro” taking place from February 24 to February 28, 2025, at the Heidelberg University.

Collegio futuro is an interdisciplinary training program in environmental sciences for doctoral candidates and advanced master students of different disciplines. Participation in the training program is not mandatory, but ECTS can be granted.

Personal data must be collected for the purpose of organization and implementation of the event. For project documentation purposes and for the public relations work, photos of this event will be taken and published on the website of Heidelberg Center for the Environment (HCE), Heidelberg University. Appearance on photos is voluntary.

## INFORMATION

## DETAILS

**1. Controller**  
acc. to art. 4 no. 7  
GDPR

Heidelberg University, represented by the Rector,  
Grabengasse 1, 69117 Heidelberg  
rektorin@rektorat.uni-heidelberg.de

**2. Data Protection Officer**  
Contact information

Data Protection Officer (Datenschutzbeauftragter),  
Seminarstr. 2, 69117 Heidelberg  
datenschutzbeauftragter@uni-heidelberg.de

**3. Purpose of processing**

- Organization and implementation of the event
- Documentation of the event
- Public relations

**4. Legal basis**

- Implementation of the event (registration and participation evidence): Art. 6 para. 1 lit. e in conjunction with Art. 6 para. 3 of the General Data Protection Regulation (GDPR) in conjunction with Section 4 of the Baden-Württemberg State Data Protection Act (LDSG BW) in conjunction with § 2 para. 1 Law on universities in Baden-Württemberg.
- Photos that reflect the character of the event (overview photos): Art. 6 para. 1 lit. e of the GDPR in conjunction with Art. 6 para. 3 GDPR in conjunction with § 4 Baden-Württemberg State Data Protection Act (LDSG BW) in conjunction with § 2 para. 9 Law on universities in Baden-Württemberg.
- Individual photos or photos of smaller groups of people: declaration of consent (Art. 6 para. 1 lit. a of the GDPR).

**5. Data**  
Categories of personal  
data processed by the  
university

- a) Registration: first and last name, email address,  
affiliation, signature for in-person attendance  
b) Photos

**6. Recipients**  
to whom the data  
required for the  
respective purpose are  
disclosed

- a) Registration: first and last name, email address,  
affiliation, signature for in-person attendance:
- Heidelberg University, Heidelberg Center for the Environment (HCE)
- b) Photos:
- Project report: Heidelberg University, Heidelberg Center for the Environment (HCE), 4EU+University Alliance, European Commission
  - Public relations: Visitors to the website of Heidelberg Center for the Environment [HCE] ([www.hce.uni-heidelberg.de](http://www.hce.uni-heidelberg.de))

c) **Transmission to third countries**, particularly non-EU countries

No transmission

d) **Storage times**

For the purpose of the project archive: up to 10 years  
Public relations: up to 3 years

e) **Data sources**  
in cases where the data  
were not collected from  
you

Your data will not be collected by third parties



**Your right to object according to art. 21 par. 1 GDPR**

You have the right to object at any time, on grounds relating to your particular situation, to processing of your personal data that is based on art. 6 par. 1 cl. 1 (e) GDPR (processing of data necessary for compliance with a legal obligation).

f) Your data protection  
**Rights**

- Right to obtain information about whether or not data concerning you are being processed (art. 15 GDPR, § 9 State Data Protection Act)
- Rectification of your data (art. 16 GDPR)
- Erasure of your data (art. 17 DS-GVO, § 10 State Data Protection Act) unless the university is legally obliged to store the data
- Right to data portability (art. 20 GDPR)
- Right to lodge a complaint with the responsible supervisory authority for data protection (Commissioner for Data Protection and Freedom of Information for the State of Baden-Württemberg)

g) **Right to withdraw consent**

- If you have consented to the processing by means of a corresponding declaration, you can revoke your consent at any time for the future. The legality of the data processing carried out on the basis of the consent until the revocation is not affected by this.
- Please send your revocation to: HCE-Office, Marsilius-Arkaden, Im Neuenheimer Feld 130.1, 69120 Heidelberg (E-mail: [hce@uni-heidelberg.de](mailto:hce@uni-heidelberg.de))



## Declaration of consent

I understand that for project documentation purposes and for the public relations work, photos of this event will be taken and published on the website of Heidelberg Center for the Environment (HCE), Heidelberg University. Images will be protected from downloading, but it cannot be ruled out that third parties will access them.

With my signature, I confirm the following *(please mark the checkboxes below if applicable)*:

- I permit the individual photos of myself to be taken.
- I only allow photographs of myself to be taken when I am in a group of people.
- I permit that the photos of myself are being published in project reports.
- I permit that the photos of myself are being published on the website of the Heidelberg Center for the Environment <https://www.hce.uni-heidelberg.de/en>

First name, last name *(printed)*:

Date:

Signature: