

Detailed information on data protection

DATA PROTECTION REGULATIONS

Applicable to the joint graduate destination survey of the universities of education in Baden-Württemberg

Information according to the General Data Protection Regulation (EU) 2017/679 (GDPR)

As part of the university-wide quality management according to section 5 of the act on the higher education institutions in the Land of Baden-Württemberg (*Landeshochschulgesetz*, LHG), the Department of Quality Management of Heidelberg University of Education is conducting a survey addressed to the graduates of the six universities of education in Baden-Württemberg. The purpose of the survey is to obtain a sound and continual set of data to further develop the institutions' programmes and analyse graduates' entry into the profession. The results will be used for university-wide as well as programme-related and subject-related quality management processes.

1. Joint graduate destination survey of the universities of education in Baden-Württemberg

The survey is addressed to all graduates who completed their degree in 2019 or 2020 at one of the six universities of education in Baden-Württemberg. The survey serves to gain knowledge of how graduates experience the transition from bachelor's to master's programme as well as their career start, how they judge the competencies they acquired during their studies and how they can apply them in their daily professional lives, how they experienced the second phase of their teacher training, and how satisfied they are with their current job.

2. Legal basis, voluntariness

Legal basis is section 5 of the act on the higher education institutions in the Land of Baden-Württemberg (LHG). To improve their curriculum and provide equal opportunities, the higher education institutions regularly carry out evaluations. To this end, they are allowed to conduct surveys. In order to perform the abovementioned tasks, Heidelberg University of Education has enacted the statutes on the evaluation of teaching and learning at Heidelberg University of Education (*Satzung zur Evaluation von Studium und Lehre an der Pädagogische Hochschule Heidelberg*) on the basis of section 5 subsection 3 sentence 4 LHG. The higher education institution is allowed to process personal data of students and former students insofar as this is necessary in order to perform the evaluation tasks the institution is assigned with. The basis for this is Art. 6 paragraph 1 (e) of the General Data Protection Regulation (GDPR) in conjunction with section 12 subsection 1 sentences 2 and 3 LHG.

Heidelberg University of Education is in charge of the joint graduate destination survey project of the universities of education in Baden-Württemberg. Contracts on data processing according to Art. 28 paragraph 3 GDPR were concluded with the Universities of Education of Freiburg, Karlsruhe, Ludwigsburg, Schwäbisch Gmünd and Weingarten. These contracts legally ensure that the graduates can be contacted on the basis of the contact details provided by the respective institution. It will be verified whether the transmitted contact details are up to date (section 34, esp. subsection 1 and subsection 3

no. 1 of the Federal Act on Registration (BMG)). The contact details are used solely to contact the graduates. No connection can be made between the survey results and participants' contact details.

Participation in the survey is voluntary. You have the right to object to the use of your contact details for the purpose of inviting you to the survey and the right to withdraw your consent to the processing of your personal data at any time (Art. 21 paragraph 1 GDPR). Furthermore, you have the right to have your personal data erased (Art. 17 GDPR). In case you wish to withdraw your consent, please address the withdrawal by e-mail to verbleibstudie-phbw@ph-heidelberg.de. The withdrawal is only effective for the future. Any processing carried out before the withdrawal is not affected.

3. Procedure of the survey, protection of personal data

The survey is coordinated by the Department of Quality Management of Heidelberg University of Education, a subdivision of the Pro-Rectorate for Study, Teaching and Continuing Education. The survey is conducted online using the software evasys GmbH (contact: datenschutz@electricpaper.de). Heidelberg University of Education and evasys GmbH have concluded a contract on data processing according to and in compliance with the provisions set out in Art. 28 paragraph 2 GDPR. For each participant, the Department of Quality Management uses EvaSys to generate an individual access link or a personalised code authorising the person to access the questionnaire. The access link or code are transmitted to the participant with the invitation by e-mail or post. Neither the individual link nor the personalised code make it possible to trace the answers provided in the questionnaire back to the participant.

The connection to transmit the survey data is ensured through SSL encryption (HTTPS). Only data that are absolutely necessary to achieve the objective of the survey are processed (Art. 5 paragraph 1 (c) GDPR). Special categories of personal data are not collected. This includes data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, nor genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation (Art. 9 GDPR).

The Department of Quality Management will delete all former students' (e-mail) contact details when the project ends (Art. 17 paragraph 1 (a) GDPR). The contact details will not be provided to third or unauthorised parties. The staff members of the Department of Quality Management are obliged to data secrecy.

Participants' (e-mail) contact details will never be stored in the same file as survey data. Survey data will be processed and evaluated anonymously throughout the survey. None of the evaluations or publications make it possible to trace data back to individual persons.

4. Contact details of the data protection commissioner, right to lodge a complaint

Inquiries and complaints about compliance with data protection regulations can be addressed to the data protection commissioner of Heidelberg University of Education at any time. For further information about the joint graduate destination survey, please contact the staff member responsible from the Department of Quality Management.

Responsible for data protection in the scope of the project:

Christoph Penshorn

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Responsible for the survey in the scope of the project:

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Further contacts for questions concerning data protection:

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