

### Application for a library account

- Student **DEG**                                       Staff **DEG**
- Exchange Student **DEG**

- Student **ECRI**                                       Staff **ECRI**
- Exchange Student **ECRI**

Family name\*: .....

First name\*: .....

Street, number, apartment\*: .....

Postal Code\*: ..... City\*: .....

E-mail\*: .....

Date of birth\*: ..... Tel.: .....

Nationality\*: .....

Matriculation no.\*: .....

Student identification no.\*: .....

(on the right side of student id)

.....

I accept the responsibility for my account, especially for correct data concerning address and mail.

I assume liability for my library card and for any consequences in case of loss until it is reported.

I take note of the terms of conditions of databases and eBooks (visible at our homepage) and agree to observe them.

Due to the general regulation of the Bavarian National Libraries (ABOB §3) the library is entitled to collect and to use personal data as far as it is necessary for the legal fulfilment of its tasks.

At my request, I have a right to obtain information for free about my personal stored data. Besides, I have a right to correct incorrect data. All personal collected data here aren't passed - unless of statutory duties - and aren't used for any other purpose than the named aim.

\_\_\_\_\_  
Place and date

\_\_\_\_\_  
Signature

**PLEASE NOTE REVERSE SIDE! →**

## Information to be provided where personal data is collected from the data subject, Art. 13 GDPR

### 1. Description of the processing activity

Application for a library account

### 2. Name and contact details of the person responsible

Deggendorf Institute of Technology is a public corporation. It is represented by the president, Prof. Dr. rer. nat. [Peter Sperber](#).

Deggendorf Institute of Technology  
Dieter-Görlitz-Platz 1  
94469 Deggendorf

### 3. Contact details of the data protection officer

Data protection officer of the university:

Prof. Dr. Herbert Fischer  
Deggendorf Institute of Technology  
Dieter-Görlitz-Platz 1  
94469 Deggendorf  
[datenschutz@th-deg.de](mailto:datenschutz@th-deg.de)

### 4. Purposes and legal basis of processing

#### 4a) Purposes of processing:

Borrowing and returning processes, interlibrary loan, dunning, payment of fees, management of lockers, ordering of IT manuals, provision of web applications and online services, handling of training measures, compliance/quality management, research into missing/incorrect data

#### 4b) Legal basis of processing

On the basis of the General Regulations on the Use of Bavarian State Libraries (§3 ABOB), the Bavarian State Libraries are entitled to collect and process personal data insofar as this is necessary for the legitimate performance of their tasks.

### 5. Recipients or categories of recipients of personal data

Your personal data will be transferred to the following internal offices, insofar as the transfer is necessary in each case:

finance department, e-learning centre, study centre, contracting authority of training courses, university administration, compliance management, quality management

Your personal data will be transferred to the following external offices, insofar as the transfer is necessary in each case:

Leibniz Supercomputing Centre of the Bavarian Academy of Sciences and Humanities, CEUS Cost and Activity Accounting, Student Union Regensburg/Oberpfalz, Staatsoberkasse, residents' registration office during the course of address enquiry, Verbundzentrale des Bibliotheksverbundes Bayern (Head Office of the Bavarian Library Network)

### 6. Transfer of personal data to third countries

Personal data is not transferred to third countries.

### 7. Storage period of personal data

After your data is collected, it will be stored for as long as necessary for the performance of the respective task, taking into account the statutory retention periods.

Individual time periods have been defined and explained in the DIT's Data Privacy Management.

### 8. Rights of the data subject

According to the General Data Protection Regulation, you have the following rights:

If your personal data is being processed, you have the right to receive information about the data stored about you (Art. 15 GDPR).

If inaccurate personal data is processed, you have a right to request rectification (Art. 16 GDPR).

If statutory requirements are met, you can request erasure of data or restriction of processing, and can object to processing (Art. 17, 18 and 21 GDPR).

If you have consented to data processing or if there is a data processing contract and data processing is carried out using automated procedures, you have the right to data portability where applicable (Art. 20 GDPR).

If you exercise your above-mentioned rights, the public authority will check whether the legal requirements for this have been met.

Furthermore, you have the right to appeal to the Bavarian Data Protection Officer, Wagnmüllerstraße 18, 80538 Munich, Tel. 089 212672-0, Fax 089 212672-50, Email: [poststelle@datenschutz-bayern.de](mailto:poststelle@datenschutz-bayern.de).

### 9. Right of revocation in case of consent

If you have given your consent for data processing by the DIT by means of a corresponding declaration, you can revoke your consent for the future at any time. The legality of the data processing carried out on the basis of the consent until revocation is not affected by this.