interdisciplinary
transformation
university austria

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SAMPLE – SUBJECT TO CHANGES

EDUCATIONAL CONTRACT

Master of Interdisciplinary Computing
Study Program Code: U UZ 066 626

concluded between

Interdisciplinary Transformation University

(IT:U)

Freistädter Straße 400, Stiege 1, OG 1

4040 Linz

(hereinafter referred to as “IT:U”)

and

[STUDENT]

(hereinafter referred to as “Master’s Student”).

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Preamble

IT:U is a research-intensive technical university with a strong focus on interdisciplinary research and teaching. The university's academic community produces a wealth of research output and outcomes from learning projects in different cross-disciplinary contexts. Sharing and maximizing the availability of these outputs has the potential to further broaden the academic, economic, and societal utility of the research, as well as its overall impact, while also increasing the visibility of researchers, students, and IT:U as a whole within the international higher education landscape and the context of industry.

As part of this, learning analytics play a crucial role in helping IT:U improve the quality of education, provide tailored learning experiences, and support academic research. Learning output and outcomes will be used for educational, institutional, and research purposes to ensure that the student learning journey meets the highest levels of academic and educational excellence. To achieve these goals, IT:U aims to establish a strong link between research and teaching, where data generated from learning projects will be used within research and/or new learning projects.

These links can then stimulate collaborations within and beyond academia, attract talent, and contribute to IT:U's overall mission of conducting high-quality research and teaching.

1. Objectives

This Contract applies to master's students who have been admitted to a master's program at IT:U. The objectives of this Contract are to ensure the successful completion of the master's program and to lay down each party's responsibilities, rights, and obligations within IT:U's interdisciplinary research and teaching concept as set out in the Preamble and the legal framework, as well as the formal decision on admission.

2. Duration and Scope

2.1 The planned duration of the master's program is 2 years. One academic year comprises 60 ECTS credits, with one ECTS credit corresponding to 25 working hours. Based on a duration of 4 semesters, this totals 120 ECTS credits.

2.2 The Master's Student is required to write a master's thesis as part of the program. Upon completion of the program, the title Master of Science is awarded.

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2.3 The Educational Contract starts with the degree program beginning [Summer/Winter semester yyyy] and is effective upon signing.

3. Place of Study

3.1 The courses will mainly be held on-site at IT:U in Linz, Austria. The Master's Student is obligated to be on-site in order to actively participate in lab and project work, unless otherwise agreed upon with the program coordinator, relevant faculty members, and team members.

3.2 The possibility of and provisions on semesters abroad and international study trips will be determined on a case-by-case basis with the study program coordinator and/or relevant administration units.

4. Language of Instruction

The working language of IT:U is English. The language of instruction and examination is English.

5. Contractual Bases and Conclusion of the Contract

5.1 The degree program is governed by this Contract together with the following legal contractual bases:

- the Federal Act on the Institute of Digital Sciences Austria (Interdisciplinary Transformation University) (*Bundesgesetz über das Institute of Digital Sciences Austria [Interdisciplinary Transformation University]*), Federal Law Gazette I No. 43/2024;
- the Students' Union Act 2014 (*Hochschülerinnen- und Hochschülerschaftsgesetz 2014, HSG 2014*), Federal Law Gazette I No. 45/2014;
- the Study regulations as laid down in Part II of the Bylaws of IT:U, as amended; and
- the Bylaws of IT:U in general.

5.2 By signing this Contract, the Master's Student confirms that the Master's Student takes notice of the Bylaws of IT:U, as amended, and accepts them.

5.3 By signing this Contract, the Master's Student is aware that an amendment to the legal framework conditions and the further development of the degree programs

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for a necessary adjustment to (inter)national developments may also result in more profound changes to the curricula, the academic degree, etc. This Contract remains in effect regardless of these changes.

6. Rights and Obligations of IT:U

6.1 IT:U is obligated to plan and conduct the master's program within the prescribed duration of the program and to ensure the proper implementation of program activities. IT:U shall employ qualified lecturers in line with the educational objective of the master's program and shall provide the required infrastructure and premises.

6.2 IT:U reserves the right to adapt the degree program as necessary in the event of any natural hazards outside its sphere of responsibility (pandemics, natural disasters, etc.).

6.3 Additionally, IT:U is entitled to or required to

- issue a student ID card, including a photograph of the Master's Student;
- provide a consolidated grade record/transcript at the end of a semester;
- issue a final certificate, final transcript, diploma supplement, and other official documents; and
- collect a fee for participation in the graduation ceremony.

7. Rights and Obligations of the Master's Student

7.1 The quality of the degree program is, most notably, assured by relying on qualified lecturers and facilitating an exchange of experience between lecturers and students.

7.2 The Master's Student shall comply with the study regulations laid down in Part II of the Bylaws of IT:U, including examination regulations, house rules, library user guidelines, tuition fee guidelines, campus and laboratory rules and regulations, guidelines of good academic and scientific practice, and any other policies, guidelines, and regulations adopted by IT:U, as amended.

7.3 With regard to quality assurance of their degree program, the Master's Student shall

- contribute to further developing the content of the degree program in the context of student participation; and
- actively participate in evaluation measures.

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7.4 With regard to data protection and communication, the Master's Student shall

- keep confidential all data and information of any kind (transactions, business and trade secrets, etc.) that become known to the Master's Student or that are processed by the Master's Student in connection with the Master's Student's contractual activities and shall use such data and information exclusively in the interest and for the purposes of IT:U. This obligation is unlimited in time, remains in force after the termination of the Educational Contract, and also extends to customers and stakeholders. In the event of a breach of the confidentiality obligation, IT:U reserves the right to claim damages without prejudice to any other claims;
- not make or take home duplicates, photocopies, copies, or the like of work documents (papers, writings, records, files, etc.) that are made available to the Master's Student by IT:U or that become accessible to the Master's Student in connection with the Master's Student's activities at IT:U without the express approval of IT:U. All work documents must be returned to IT:U at the latest upon termination of the Educational Contract. The Master's Student has no right of retention with regard to such items;
- provide IT:U with current contact details at which the Master's Student can be reached;
- regularly check the e-mail accounts provided by IT:U and respond promptly;
- use and regularly inform themselves about dates and notices on the educational platforms provided by IT:U;
- report any accidents that have occurred in the context of the degree program; and
- report any damage to the property of IT:U.

7.5 The use of Artificial Intelligence (AI) may be part of the coursework or research. The Master's Student must ensure that any research and development activity is carried out in accordance with recognized ethical and professional standards for scientific research and is conducted in accordance with applicable European law. Thus, the Master's Student must participate in all measures taken by IT:U to achieve a sufficient level of AI literacy.

7.6 With regard to thesis supervision, the Master's Student shall

- regularly submit drafts of parts of their master's thesis as agreed with their supervisor and in accordance with the project description; and
- comply with the ethical research principles and guidelines that apply to the subject concerned.

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7.7 The scope of the degree program also includes the possibility for the Master's Student to participate in scientific studies at IT:U. There is no entitlement to financial compensation. Involvement in these studies may be part of the curriculum or individual course structure. Before participating in a study, the Master's Student will be asked to sign a consent form. The Master's Student has the right to refuse the use of their data afterward. Overall, student participants have the same rights as all other human subjects. If a student decides not to participate in studies that are part of the course program, the corresponding examiners must provide an alternative form of course contribution or assessment.

8. Requirements of Admission to the Degree Program

This Educational Contract comes into effect on the condition that the Master's Student fulfills all of the following requirements for the Master's Student to be duly admitted to the degree program in accordance with the study regulations laid down in Part II of the Bylaws of IT:U, as amended; notably, but not exclusively:

- submission of the Educational Contract, signed by the Master's Student, by 28/29 February of the respective academic year if the program begins in the summer semester or 30 September of the respective academic year if the program begins in the winter semester;
- submission of The Master's Student's official bachelor's (or equivalent) degree certificate and transcript, as well as the required translations and legalizations, where applicable, by 28/29 February of the respective academic year if the program begins in the summer semester or 30 September of the respective academic year if the program begins in the winter semester, unless an extension has been approved in writing by IT:U;
- payment of the Student Union Fee (ÖH Fee), as laid out in section 9; and
- a minimum of C1 level, as outlined by the Common European Framework of Reference (CEFR), or equivalent, English. The Master's Student's level of English proficiency is assessed through the application and interview process. IT:U reserves the right to additionally require proof of C1 level, or equivalent, English prior to admission. This condition of admission, if explicitly required and stated in the Master's Student's Confirmation of Acceptance letter, is deemed fulfilled and admission can be granted after the Master's student has completed the following:
    - attained a C1 level, or equivalent, language certificate which has been issued within 12 months of the start of the program and submitted it to IT:U at least 3 months prior to the start of the semester stated in section 2.3; and

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- passed a second interview conducted by IT:U prior to the start of the program.

Upon fulfillment of the requirements of admission laid out in this section, the Master's Student is admitted to the program, and an Enrollment Certificate will be issued to the Master's Student.

IT:U is entitled to unilaterally dissolve the Educational Contract with immediate effect if the requirements of admission are not fulfilled within the deadlines communicated by IT:U.

9. Student Union Fee (ÖH Fee)

All degree students are members of the Austrian National Union of Students (ÖH) and are therefore required to pay the ÖH fee every semester. Pursuant to section 38 para 3 of the Students' Union Act 2014, the chairperson of the federal representation of students must announce the amount of the ÖH fee by 1 May of each year at the latest.

The ÖH fee amount for the current academic year can be found on the official ÖH website.[1]

The ÖH fee must be paid each semester of the program by no later than 31 March for the summer semester and 31 October for the winter semester; otherwise, IT:U is entitled to unilaterally dissolve the Educational Contract with immediate effect.

Payment is considered timely if the full amount has been received in the designated account within the deadline communicated by IT:U.

The ÖH fee is due for each semester or part of a semester of a degree program and is also payable if the Master's Student completes semester(s) abroad or internship(s), if the Master's Student is enrolled in a semester solely for the purpose of taking examinations, or if the Master's Student is on an approved Leave of Absence (section 12.1).

The official Enrollment Certificate will be issued to the Master's Student only after the payment of the ÖH fee.

If the Educational Contract is terminated by 31 March for the summer semester of the respective academic year or October 31 for the winter semester of the respective academic year, the ÖH fee already paid for the cancelled semester will be refunded to the Master's Student. The same payment method that the Master's Student used for

[1] https://www.oeh.ac.at/en/service/oeh-contribution/.

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the payment will be issued for the refund. Any fees, expenses, and exchange rate differences will be borne by the Master's Student.

10. Tuition Fee

No tuition fee is payable. IT:U reserves the right to introduce tuition fees for Third Country National (non-EU/EEA/Swiss) Master's Students. These will be valid in the following semester after the announcement.

If the Master's Student exceeds the prescribed duration of their degree program by more than two semesters, the Master's Student is required to pay a tuition fee in the amount of EUR 600 for each additional semester.

Provisions on tuition fees are laid out in Part III of the Bylaws of IT:U.

11. Liability for Damage and Use of Electronic Data Processing (EDP)

11.1 The Master's Student shall treat equipment, books, keys, and other material provided within the context of the master's program properly and with due care and shall use such items only as intended for study purposes; otherwise, the Master's Student may be liable for the damage, loss, or destruction of said equipment, books, keys, and other material.

The Master's Student is prohibited from using the EDP user account created for the Master's Student, along with the associated e-mail address and internet access, for private purposes or for any purposes other than those in connection with their studies and undertakes to indemnify and hold IT:U harmless in this regard. Moreover, the Master's Student shall immediately return all equipment, books, keys, and other material provided within the context of the master's program in the case that the Master's Student prematurely withdraws from their degree program prior to its completion. Once the degree program has been successfully completed, any equipment, books, keys, and other material provided must be returned to the relevant administration units of IT:U immediately after the final examination, but in any event prior to the academic graduation ceremony; otherwise, IT:U reserves the right to take legal action.

11.2 The Master's Student acknowledges and agrees to the house rules and terms of use of IT:U, as amended, for the use of rooms, equipment, books, keys, and other material.

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11.3 IT:U is not liable for theft, loss, or damage to objects, including, without limitation, valuables brought along by the Master's Student.

12. Interruption of the Degree Program

IT:U distinguishes between two types of interruptions of a degree program: Leave of Absence and Forced Interruption.

12.1 Leave of Absence

A degree program may be interrupted subject to approval on the following grounds:

- compulsory military service, voluntary military service, or non-military community service;
- sickness, if the Master's Student establishes that such sickness impedes their academic progress, for example, via submission of a doctor's note;
- pregnancy;
- responsibilities to care for children or similar care commitments;
- taking a voluntary year of community service; or
- interruption of the degree program on other serious grounds specific to the Master's Student.

Following the end of an approved interruption, the Educational Contract signed with the Master's Student is continued and extended by the duration of the approved interruption.

12.2 Forced Interruption

A forced interruption of the degree program for up to 12 months (2 semesters) is imposed if the Master's Student is found guilty of serious academic misconduct. After such forced interruption, the Educational Contract signed with the Master's Student is continued and extended by the duration of the forced interruption (up to 12 months).

12.3 If the Master's Student does not continue their education at the agreed time after their degree program was interrupted on a ground subject to approval or by force, IT:U is entitled to unilaterally dissolve the Educational Contract with immediate effect.

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13. Expiry and Termination of the Educational Contract

13.1 The Educational Contract ends automatically upon successful completion of the master's program. Detailed rules concerning admission and the revocation of admission are specified in the study regulations as laid down in Part II of the Bylaws of IT:U.

13.2 The Master's Student has the right to terminate the Educational Contract and, as a result, their degree program at any time.

13.3 In particular, the following is deemed to constitute cause for IT:U to exclude the Master's Student from the degree program, which results in the Educational Contract being terminated: notably, but not exclusively:

- any violation of section 7 or any violation of the legal bases set out in section 5;
- failure to fulfill the requirements of admission outlined in section 8; or
- subsequent emergence of circumstances indicating that the requirements of admission outlined in section 8 were not met at the time the contract was concluded.

13.4 The minimum academic performance is 16 ECTS per semester. If the Master's Student fails to meet this requirement, an interruption of the degree program may be granted as outlined in section 12. If an interruption of the degree program is not indicated, the Educational Contract will be terminated.

13.5 The Educational Contract ends if the Master's Student fails to complete mandatory examinations.

13.6 IT:U is entitled to unilaterally dissolve the Educational Contract with immediate effect if the Master's Student does not pick up their student ID card in person no later than 15 October of the respective academic year if the program begins in the winter semester or 15 March of the respective academic year if the program begins in the summer semester.

13.7 The validity of the Educational Contract is contingent on a valid Enrollment Certificate.

13.8 Any termination of the Educational Contract concluded by IT:U due to the conditions stated in section 13.3 must be executed in written form.

14. Right of Withdrawal

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The Master's Student has the right to withdraw from this Educational Contract within 14 days after it has been signed without providing reasons. To exercise this right, the Master's Student must inform the relevant administration unit by means of a clear statement (e.g. an email sent to Student Administration at study@it-u.at or a letter sent by post to IT:U) of their decision to withdraw from the Contract. The withdrawal statement can be informal. The withdrawal period is considered met if the withdrawal statement is sent within the specified period.

15. Governing Law and Jurisdiction

This Contract is governed by Austrian substantive law. The competent Court in Linz has jurisdiction for all disputes arising out of or from this Contract.

16. Legal Basis

This Contract is available in English.

17. Annexes to the Educational Contract

The following Annexes form an integral part of this contract and have been handed over to the Master's Student, who has read and accepted them:

- The Master's Student shall act in the best interests of IT:U and comply with the Code of Conduct of IT:U (Annex 1) at all times;
- IT:U Right to the Protection of One's Image – Declaration of Consent in accordance with the General Data Protection Regulation (GDPR) and the Copyright Act as set out in Annex 2; and
- IT:U Privacy Notice for Students as set out in Annex 3.

18. Final Provisions

18.1 The Master's Student understands IT:U's project-based learning concept — with a strong focus on interdisciplinary study, research, and teaching — and the strong link between study, research, and teaching. On the basis of this concept, both the Master's Student and IT:U aim to contribute to IT:U's overall mission of upholding high-quality project work, research, and education, not only to stimulate collaboration within and beyond academia, but also to keep IT:U an attractive place for students to study and conduct research. To support this

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mission, it is necessary to make research output and outcomes from learning projects available to the public in an appropriate manner and to the extent necessary.

This concept and mission are major factors for the Master's Student to enroll in IT:U's master's program. Hence, the Master's Student is aware of and expressly consents to the processing of data generated in the course of the learning projects and research to support IT:U's aforementioned mission, research, and teaching concept in an appropriate manner and to the extent necessary for that reason.

18.2 Any amendments, additions, or side agreements to this Educational Contract must be made in writing. Any waiver of this form requirement must also be made in writing.

18.3 Should any provision of this Contract be or become invalid, the validity of the remaining provisions remains unaffected. The invalid provision must be replaced by a provision that most closely corresponds to the original intention of the parties in accordance with the applicable laws.

Linz, on _____
Date

_____ _____
On behalf of IT:U Master's Student

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ANNEX 1 to the EDUCATIONAL CONTRACT

Code of Conduct

"All human beings are born free and equal in dignity and rights."[2]

"Everyone has the right to education […] and higher education shall be equally accessible to all on the basis of merit."[3]

Preamble

IT:U as an institution and we as its members pledge to create an inspiring, inclusive, international environment on our campus. The university is committed to the internationally recognized standards of academic practice. To ensure that those principles are put into practice, we, the university community, pledge to comply with the rules defined in this Code of Conduct.

All members also commit to comply with the legislation in force, especially but not exclusively the Federal Act on the Institute of Digital Sciences Austria (*Bundesgesetz über das Institute of Digital Sciences Austria*), Federal Law Gazette I No. 43/2024."[4]

Academic Integrity & Culture

IT:U is committed to the internationally recognized standards of academic practice, including the principles of freedom of science and art as well as their teaching,[5] the connection of research and teaching, the diversity of scientific and artistic theories, methods and teaching opinions, and the freedom of teaching and learning.

Lecturers ensure the highest quality of their teaching. This includes matters of content as well as didactics, communication, and all processes needed in the context of teaching. They are also dedicated to conducting innovative and impactful research, adhering to the highest ethical standards. Students are encouraged and enabled to

[2] United Nations – Universal Declaration of Human Rights (UDHR), Article 1.
[3] United Nations – Universal Declaration of Human Rights (UDHR), Article 26.
[4] https://www.ris.bka.gv.at/eli/bgbl/I/2024/43/20240418
[5] Federal Act on the Institute of Digital Sciences Austria (*Bundesgesetz über das Institute of Digital Sciences Austria*), *Federal Law Gazette I No. 43/2024, section 3 para 2 subpara 1 & Staatsgrundgesetz über die allgemeinen Rechte der Staatsbürger, RGBl. Nr. 142/1867, Art. 17*)

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participate, particularly in academic matters and quality assurance processes in study programs.

In all contexts of research as well as teaching/studying and their corresponding administration, the Guideline for Good Scientific Practice is to be complied to by all members of IT:U.

Social Responsibility

IT:U identifies itself as an inclusive community of appreciated individuals. Those individuals are of different ages, genders, social and geographical backgrounds, physical and psychological dispositions, characterized by various life situations and different experiences, world views and abilities.

Each member impacts the image and culture of IT:U and acts according to this responsibility: IT:U and its members act on the basis of tolerance in the spirit of achieving equality. Intolerance, discriminatory or offensive behavior, or nepotism are not accepted in any way.

Interactions between members of the university as well as toward third parties should be always characterized by mutual respect and appreciation. Responsible behavior and accountability are the key pillars of IT:U members' identity. In addition, all members are committed to complying with the principles of legality, economy, transparency, efficiency, cost-effectiveness, and in the public interest.

IT:U ensures a healthy working environment, work-life balance and compatibility of studies and/or work with care responsibilities. All employees share responsibility for this by complying with the applicable regulations and completing any mandatory safety training within the specified time frame.

Supervisors and teaching faculty are responsible for ensuring occupational safety in their area and for supporting and instructing their employees and/or students in accordance with their own responsibilities. They also give their employees and/or students as many responsibilities and as much freedom as necessary to fulfil their tasks and duties in the best possible way. They take appropriate supervisory measures to ensure compliance with relevant laws and the internal regulations of IT:U and support their employees and students in their career and/or academic development.

Thus, all members of IT:U act as role models for the university and society of the future.

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Confidentiality, data protection and information security

IT:U needs to handle sensitive and/or confidential data. IT:U ensures that processes and technical requirements are in place to guarantee data security. It must be ensured that only such confidential information is passed on to members of IT:U as they require for the fulfillment of their tasks. The duration of data storage and processing complies with the legal framework.

If external third parties require access to such information, they must sign an agreement on commissioned processing according to Art 28 GDPR. Personal and confidential information that IT:U members receive from third parties must also be treated with the utmost care. All members of IT:U ensure that confidential information and systems used to store, process or transmit personal and confidential data are protected against theft, unauthorized disclosure, misuse, interference and negligent handling. It is not permitted to pass on passwords that are used to access personal accounts, devices, servers or databases of IT:U.

Thus, all members must act according to the relevant data protection legislation, including the GDPR and the Austrian Data Protection Act (DSG). Regulated information may not be made accessible outside the processing purposes either within or after termination of the employment or educational relationship.

Conflicts of Interest

Members of IT:U ensure that their non-university activities and private financial interests remain separate from their responsibilities at IT:U. Any occupation(s) assumed by members of IT:U outside of their work and/or studies must not conflict with obligations at IT:U.

The tendering and awarding of contracts to third parties takes place under the conditions of fair competition between the providers and in compliance with the dual control principle and the approved resources. Gifts and benefits may be accepted if they are insignificant, customary, and do not entail any influence or consequences.

Students as well as staff members of IT:U must avoid conflicts of interest that may arise due to close personal relationships (bias), e.g. in participation in research, application and recruitment procedures, evaluations or the awarding of teaching and other employment contracts.

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If such a conflict of interest could arise, the member of staff or student concerned must disclose the potential conflict in advance and develop a transparent and fair solution for all parties together with the responsible immediate superior.

Resources & Sustainability

In addition to social responsibility, ecologically and economically sustainable behavior is also an essential part of IT:U's corporate culture.

All members of IT:U shall handle the property and resources of IT:U carefully, appropriately and sustainably. They take full responsibility for items borrowed from IT:U, both on and off campus (e.g. notebooks or books).

The facilities shall be used with care. All members of IT:U consciously avoid wasting energy and other resources. Reducing and separating waste is a standard part of the actions of every member of IT:U.

For educational trips, environmentally friendly travel options such as rail are preferred wherever possible. We value and uphold the principles of efficiency, economy, and expediency.

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ANNEX 2 to the EDUCATIONAL CONTRACT

Right to the Protection of One's Image
Declaration of Consent in accordance to GDPR and Copyright Act

(Version 19.01.2026)

This declaration concerns the following student:

Family name: _____

First name: _____

Interdisciplinary Transformation University (hereinafter also referred to as "IT:U") plans to publish photo material and video- and audio recordings on IT:U information channels, for example on social media-platforms, on the website of IT:U, in study information systems, in printed materials, and in the press. IT:U's most important assets are its qualified and committed students and staff, whom it also wants to make visible. Any publications are made with the mention of the involved person's first and last name.

Please check the appropriate box below and sign the declaration of consent if you agree to this. If you do not agree, please check the appropriate box below. The only consequence for you in this case is that you will not be shown in the above-mentioned photographs and/or videos.

☐ I give my consent for the processing of image and audio data concerning me (portrait, photo, video, recordings) for the purpose described above, including the mention of my first and last name, in accordance with the General Data Protection Regulation (GDPR), and for their publication on all online platforms of IT:U and/or in print form.

The processing of the first and last name is additionally based on Art 6 para 1 lit b of the GDPR (fulfillment of contract).

I can withdraw my consent at any time. The withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal.

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Furthermore, I grant IT:U the worldwide right to edit, reproduce, distribute, publicly present, publish and otherwise use the recordings (photo-, video- and audio data) without restriction in terms of content or time and free of charge.

☐ I object to my data being processed for the purposes described above.

The data protection declaration and privacy policy is attached.

_____	_____
Place, date	Signature

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Privacy Policy
for the Processing of Photo-, Video- and Audio Data

Data Controller

Interdisciplinary Transformation University
Altenberger Straße 66c / OG 2
Science Park 4
4040 Linz

Data protection officer: Mag. FH-Prof. Dr. Peter Burgstaller LL.M. (LSE, London)
Data protection coordinator: Evelyn Steininger
dataprotection@it-u.at

Preamble

This privacy policy describes how your personal data is processed in connection with your personal photo-, video- and audio data.

1. Purpose of the Processing

Interdisciplinary Transformation University (hereinafter also referred to as "IT:U") publishes photo, video, and audio data on IT:U information channels, for example on social media-platforms, on the website of IT:U, in study information systems, in printed materials, and in the press.

The publication currently takes place via the following online presences of IT:U:

- https://it-u.at/
- Instagram
- LinkedIn
- Facebook
- YouTube
- Mastadon
- Bluesky

2. Legal Basis for Processing

IT:U processes personal data on the basis of Art 6 para 1 lit a of the General Data Protection Regulation (GDPR) (consent).

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The publication of photo-, video- and audio data of the Founding Management Board and professors on IT:U information channels serves the fulfillment of public interest and is based on Art 6 para 1 lit b GDPR (fulfillment of contract).

The mention of the first and last names of all other employees or students is based on Article 6 para 1 lit b GDPR, provided that the processing is necessary for the fulfillment of the tasks of the respective position or program. A withdrawal of consent in this case exclusively concerns the publication of image and audio data.

3. Transfer of your Personal Data

If this is necessary for the above-mentioned purposes, we will transfer your personal data to the following categories of recipients:

- IT service providers used by IT:U;
- agencies used by IT:U;
- companies within the meaning of Section 1 (3) of the Federal Act on the Establishment of the Institute of Digital Sciences Austria;
- the departments responsible for the respective appointment; and
- the departments responsible for marketing at IT:U.

4. Storage Period

If the data is processed on the basis of your consent, IT:U stores your personal data either for the duration of the respective Communication & Marketing Measure or until you withdraw your consent.

If the data is processed in fulfillment of the contract, IT:U stores your personal data for the duration of your employment and/or educational relationship.

Irrespective of this, IT:U stores your data as long as any legal claims for the assertion or defense of which the personal data is required are not yet time-barred.

The data will be deleted if the reason for processing no longer applies or if you withdraw your consent.

5. Your Rights in Connection with Personal Data

Under applicable law, you have the right (if the relevant requirements of applicable law are met) to

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- request confirmation whether and which of your personal data we process and to receive copies of this data;
- request the rectification or erasure of your personal data;
- require us to restrict the processing of your personal data;
- contradict to the processing of your personal data;
- withdraw any consent previously given for processing (the withdrawal of your consent does not affect the lawfulness of processing based on your consent before its withdrawal);
- request data portability; and
- lodge a complaint with the data protection authority.

6. Categories of Processed Data

- Photo data
- Video data
- Audio data

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ANNEX 3 to the EDUCATIONAL CONTRACT

Privacy Notice

Data Controller
Interdisciplinary Transformation University
Altenberger Straße 66c / OG 2
Science Park 4
4040 Linz

Data protection officer: Mag. FH-Prof. Dr. Peter Burgstaller LL.M. (LSE, London)
Data protection coordinator: Evelyn Steininger
dataprotection@it-u.at

Preamble
This privacy policy describes how Interdisciplinary Transformation University (hereinafter also referred to as “IT:U") processes your personal data in the course of your educational appointment with us.

1. Purpose of the Processing

In the context of your educational appointment, personal data will be processed for the following purposes:

- Activity reports;
- Internal and external communication platforms;
- Issuing certificates, transcripts and other documents that are important for the study program;
- Research activities;
- Learning analytics; or
- Participation in social activities.

We collect this data in the course of your educational appointment with us either by you providing us with this data yourself or from other sources in the course of various operational processes and procedures.

The provision of your personal data is necessary in order to conclude and execute the training agreement with you.

SAMPLE – SUBJECT TO CHANGES

2. Legal Basis for Processing

We process the categories of your personal data listed in point 6 on the basis of:

- our overriding legitimate interest pursuant to Art 6 para 1 lit. f of the General Data Protection Regulation (GDPR), which consists in efficiently organizing our student administration and internal and external communication;
- the fulfillment of the Training Agreement concluded with you to the extent necessary for this (Art 6 para 1 lit b GDPR; or
- the need to fulfill legal obligations to which we are subject (Art 6 para 1 lit c GDPR).

If this involves sensitive data, we process it because either you have given explicit consent or the processing is necessary under Art 9 para 2 lit c – j GDPR.

3. Transfer of your Personal Data

If this is necessary for the above-mentioned purposes, we will transfer your personal data to the following categories of recipients:

- Departments responsible for student administration;
- Federal Ministry of Education, Science and Research of Austria;
- Social Insurance Carriers;
- Statistics Austria;
- Education and training providers; or
- Partner universities.

Some of the above recipients are located outside your country or process your personal data there. The level of data protection in other countries may not be the same as in your country. However, we only transfer your personal data to countries for which the EU Commission has decided that they have an adequate level of data protection. Otherwise, we take measures to ensure that all recipients have an adequate level of data protection. For example, we conclude standard contractual clauses for this purpose.

4. Storage Period

We store your personal data in any case (i) for the duration of the Training Agreement and (ii) as long as statutory retention obligations exist (iii) or as long as any legal claims for the assertion or defense of which the personal data is required are not yet time-barred.

SAMPLE – SUBJECT TO CHANGES

The data will be deleted if the reason for the processing no longer applies or if you withdraw your consent.

5. Your Rights in Connection with Personal Data

Under applicable law, you have the right (if the relevant requirements of applicable law are met) to

- request confirmation whether and which of your personal data we process and to receive copies of this data;
- request the rectification or erasure of your personal data;
- require us to restrict the processing of your personal data;
- contradict to the processing of your personal data;
- to request data portability; and
- lodge a complaint with the data protection authority.

6. Categories of Data Processed

- Names
- Title
- Gender
- Student identification number
- Date of birth
- Place of birth
- Nationality;
- Contact details (address, e-mail address, telephone number);
- Photo;
- Social security number and social security institution;
- Training Agreement and additional agreements;
- Absences (absence due to illness or maternity leave);
- Visa and residence permit;
- Passport;
- Residence registration;
- Curriculum vitae;
- Letter of application;
- School certificates and references;
- Talent planning, management and succession data (skills and knowledge, work experience and path, completed projects and goals, certificates, mobility preferences, etc.);

SAMPLE

SAMPLE – SUBJECT TO CHANGES

- Security level/access rights;
- Project reports;
- Data on accidents at the university (time, accident location, etc.);
- Emergency contact;
- Email traffic including the content of emails (for educational and personal use, where personal use is permitted) and data relating to other means of communication;
- Learning data and learning progress in IT:U's LMS and/or CMS; and
- Login data.

SAMPLE