

## DATA PROTECTION AND COPYRIGHT

AWM gGmbH (and thus Columbia International University – CIU Korntal) is entitled to electronically store and process the data provided to it by students in the study contract along with any other relevant documents. The applicable provisions of data protection are observed by the AWM gGmbH staff.

AWM gGmbH is entitled to pass on student data that is required for the study or that are necessary for delivering the study program to third parties, in particular to Columbia International University, USA, and contractual partners, if this serves the purpose of the study programs (i.e. the fulfillment of the contract).

This storing of personal and study-relevant data into the systems of CIU is cross-border, i.e. not according to German privacy policy.

### **Origin of the Data:**

With the application, the consent is given by the student to store personal data (double opt-in) within the scope of the study, including the storage and processing in CIU's own system (Jenzabar One = third country).

Students can at any time withdraw their permission to store and use their personal data. An objection to this is possible at any time. With the objection the exmatriculation from the respective study program takes place, since in this case the fulfillment of the contractual obligations is no longer possible for the AWM gGmbH.

Type of Study-Relevant Information Delivered in this context:

- Current academic programs – annually
- Prayer requests and information updates – monthly
- Newsletter – 3-4/year
- Direct mailings with information pertinent to changes in curricula and study programs within CIU Korntal and across AWM
- Invitations to events like commencement
- Invoices and Reminders of unpaid invoices
- Surveys
- Course information
- Confirmations of participation, transcripts, etc.

Communication Channels:

- Email
- Moodle
- paper based through the regular mail services
- tele-communication (phone / Skype / Zoom)

The employees of AWM gGmbH are required to comply with the provisions of the EU GDPR and the Federal Data Protection Act (BDSG). For these terms and conditions and the entire

legal relationship between the AWM gGmbH and the students, the law of the Federal Republic of Germany applies.

Study-related personal information is stored and processed at Columbia International University, USA, in accordance with the Family & Education Rights of Protection Act (FERPA).

### **1. Written Assignments**

The students have sole copyright and in principle the hereof resulting rights of use on all written elaborations (study papers, theses, etc.). However, a publication, distribution, duplication as well as non-commercial and commercial utilization of the elaboration is only possible with the consent of the AWM gGmbH (and thus Columbia International University – CIU Korntal).

### **2. Use of Teaching Materials**

Class notes, electronic data, bibliographies, and other teaching materials as well as student notes are only for the internal use of regular, registered students and may not be made accessible to the public or given to a third party without the expressed permission of the professor. Lectures often contain copyrighted protected material or content which will be published by the professor in the future.