

## Data protection declaration

We are very pleased that you have decided to send your data to Der Berliner Berater (DBB) and to use our online registration facility for that purpose.

We take the protection of your data and the provisions of the Data Protection Act very seriously. The following declaration will give you an overview of the ways in which your data will be processed on the one hand and an opportunity to authorize such activities on the other.

### **I. Communication of Data:**

You hereby declare that the data communicated with your online registration and all data contained in any written application may be stored in an applicant database by DBB for purposes of evaluation and coordination. Your data will be treated with strict confidentiality and will not be disclosed to any third party.

### **II. Data Processing:**

You hereby declare that any data communicated may be forwarded to the organizational units and study program officers involved in our internal as well as external processes.

### **III. Data Records:**

Should your application not be successful, we shall nevertheless store your data in our database. That will enable us to keep you up-to-date with regard to related programs and to identify you for applying further.

### **IV. Withdrawal of Consent:**

You have the right to withdraw your consent for storage of your data at any time. This also applies for any of your photos and/or videos used for DBB's marketing and advertising purposes. Notification of withdrawal of consent must be made in writing. On receipt of notification, your data will be deleted.

### **V. Data queries and corrections:**

You have the right to request information on your data in our system and to demand that corrections be made.

### **VI. Forged or fake data:**

Apart from typing errors, if you intentionally provided any forged or fake data, then DBB will no longer offer any of our services and reserves the right to file FIR against you in Chennai and/or in Berlin's jurisdiction.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Md. Mansoor Hussain'.

Md. Mansoor Hussain  
Managing Director