

# **Information on the Newsletter-Service of the Institute for European Integration Research**

## **What data do we collect?**

We ask for the personal data that is necessary to send out our newsletter, which are given name, last name and email address.

## **Who has access to your data?**

A limited number of University employees. We do not hand your data over to third parties.

## **How is your data stored?**

We keep your data on our servers. Our staff is contractually obligated to confidentiality and the protection of your data.

## **How long do we store your data?**

After you unsubscribe from our newsletter, we will delete your data as soon as possible.

## **How can you verify, modify or delete your data?**

For the purpose of verification or modification please send us an email to [eif@univie.ac.at](mailto:eif@univie.ac.at) with your request. For the purpose of deletion please use the unsubscribe-tool in the settings of your subscription (<https://lists.univie.ac.at/mailman/listinfo/aussendungen.eif> - in the upper right corner you can select 'English') or send us a message with the reference line „unsubscribe“.

## **Who is responsible for your data?**

Legally the University of Vienna bears the responsibility. You may contact the person in charge of data: [datenschutzbeauftragter@univie.ac.at](mailto:datenschutzbeauftragter@univie.ac.at)

Administratively this is the coordinator of our Institute (see <http://eif.univie.ac.at/team-en.php>), reachable via [eif@univie.ac.at](mailto:eif@univie.ac.at).

If you wish to contact us through other channels than email, please have a look at <http://eif.univie.ac.at/contact.php>.