

Allgemeiner Studierendenausschuss TUHH

# Guidelines for Exhibition Submissions and Privacy Policy

Studying in crisis zones



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## Guidelines for Exhibition Submissions

### 1. Purpose and Objective

The exhibition “Studying in Crisis Regions” aims to promote awareness, empathy, and understanding for the realities of life faced by students who are studying or have studied under conditions of crisis, war, or conflict.

It explicitly **does not pursue a political agenda** and does not support political parties, organizations or state actors. Its sole purpose is to present personal experiences and to foster humanity, dialogue, and peace.

### 2. Content requirements

- Eligible submissions include texts, photographs or combinations of both dealing with the theme of studying in crisis, war, or conflict regions.
- Each submission must show a clear connection to personal, academic, or emotional experiences related to studying under crisis conditions.
- Submissions may be in German or English; entries in other languages will be translated by the organizers.

### 3. Eligibility and authorship

- Students or individuals who are currently studying or have studied in crisis or conflict areas, or who have close personal connections to such experiences, are eligible to participate.
- Upon request, authors must identify themselves to the exhibition committee for verification of the authenticity of their submission.
- Identities will be treated confidentially and will **not be published** unless expressly agreed to in writing.

### 4. Tone and Ethical guidelines

- The following are strictly prohibited: political propaganda, hate speech, discriminatory content, incitement to violence, or degrading depictions.
- Contributions may not promote or support any political parties, governments, militias, armed groups, or organizations.
- The respectful expression of personal experiences, feelings, and hopes is expressly encouraged.

- The committee will decide on compliance with these principles in the interests of fairness, safety, and sensitivity.

## 5. Review and selection process

- A committee of academic experts, student representatives, and organizers will review all submissions.
- The committee may reject submissions or request changes if they violate the guidelines or are likely to endanger or discriminate against third parties or undermine the purpose of the exhibition.
- The selection process ensures balance, objectivity, and protection of the dignity of all participants.

## 6. Presentation and use

- Contributions will generally be published anonymously using a pseudonym or initials, unless written consent to name the author has been provided.
- The organizers may make technical adjustments to contributions for presentation purposes (e.g., layout, format, translation) without changing the content.
- By submitting their work, authors grant the organizers a **simple, royalty-free right of use** for the exhibition and accompanying formats (booklet, website, digital media).
- Copyright remains fully with the authors.

## 7. Agreement to the Guidelines

By submitting a contribution, participants confirm that they have read and agree to these guidelines in full. Submission constitutes a binding declaration that the contribution complies with all content-related, ethical and organizational requirements and that these are accepted.

## 8. Withdrawal and Revocation

- Participation is voluntary.
- Submissions may be withdrawn without giving reasons **at any time until the official opening of the exhibition.**
- After the exhibition has opened, withdrawal is only possible to a limited extent if technical or organizational reasons prevent removal.

This translation is provided for informational purposes only. In case of discrepancies, the German version is legally binding



- Already published materials (e.g., printed works, booklets, digital publications) may not be fully retractable.

## 9. Contact

Questions about guidelines, the selection process, or the use of submissions can be directed to the organization team of the AStA at the Technical University of Hamburg (TUHH):

**E-Mail:** [soziales@asta.tuhh.de](mailto:soziales@asta.tuhh.de)

**Anschrift**  
Am Schwarzenberg-Campus 3  
21073 Hamburg

**Telefon**  
+49 (40) 428 78 - 37 64

**E-Mail**  
[soziales@asta.tuhh.de](mailto:soziales@asta.tuhh.de)

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**Bankverbindung**  
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**BIC** HASPDEXXX

## Privacy Policy

### 1. Responsible body

AStA of the Hamburg University of Technology (TUHH)

Am Schwarzenberg-Campus 3, 21073 Hamburg, Germany

E-Mail: [soziales@asta.tuhh.de](mailto:soziales@asta.tuhh.de)

### 2. Purpose of data collection and processing

Personal data is processed exclusively for the organization, execution, and documentation of the exhibition "Studying in Crisis Regions." This includes in particular:

- Communication with the applicants,
- Internal review, selection, and organization by the exhibition committee,
- Creation and presentation of the exhibition and supplementary materials (e.g., booklet, website, digital media).

**Data will not be shared with** third parties, except with individuals directly involved in the implementation of the exhibition.

### 3. Type of data processed

The following personal data may be processed:

- Name, contact details (email, telephone number if applicable),
- Information about submitted contributions (title, language, context),
- Optional information about personal background,
- Consent or refusal to have your name mentioned.

**Only data necessary for the purposes listed above are collected.**

### 4. Anonymity and Publication

- Submissions are generally published anonymously.
- Publication under real names will only take place **with explicit written consent**.
- By submitting a contribution, participants consent to its publication as part of the exhibition and its accompanying materials.

## 5. Data Retention

Personal data will be retained only as long as necessary for the organization, implementation, and documentation of the exhibition.

After completion of the project, all personal data will be deleted after a maximum of **12 months** unless additional explicit consent for extended retention is provided.

## 6. Legal Basis

The legal basis for processing is Art. 6(1)(a) GDPR (consent).

## 7. Agreement to the Data Protection Policy

By submitting a contribution, participants consent to the processing of their personal data in accordance with this Data Protection Policy. This consent is given voluntarily and may be withdrawn at any time with effect for the future.

## 8. Withdrawal of Consent

Consent to data processing can be revoked at any time without giving reasons by sending an email to **soziales@asta.tuhh.de**.

In the event of withdrawal, the data concerned will be deleted unless there are legal obligations to retain it.

## 9. Rights of Data Subjects

Data subjects have the following rights under the DSGVO:

- **Information** about stored data (Art. 15),
- **Correction** of inaccurate data (Art. 16),
- **Deletion** or **restriction of processing** (Art. 17–18),
- **Data portability** (Art. 20),
- **Right to lodge a complaint** with a supervisory authority (Art. 77), in particular with the Hamburg Commissioner for Data Protection and Freedom of Information (Hamburgischen Beauftragten für Datenschutz und Informationsfreiheit).