

## Sozialtopf Fund

Belegnr. \_\_\_\_\_  
nicht auszufüllen

Hochschüler\*innenschaftsvertretung  
an der Hochschule Burgenland  
z.H. Sozialreferat  
Campus 1  
7000 Eisenstadt

### Personal Information

Surname		Name	
Date of birth		Citizenship	
Phone		e-mail	
address		Postcode, town	
Marital status	<input type="checkbox"/> single	<input type="checkbox"/> married	<input type="checkbox"/> life partnership
	<input type="checkbox"/> divorced	<input type="checkbox"/> widowed	<input type="checkbox"/> living apart
Do you have children?	<input type="checkbox"/> yes		<input type="checkbox"/> no
If yes	Name		Gender
	Name		Gender
	Name		Gender
	Name		Gender

### Information on the main course of study

Name of the university				
Study programme				
<input type="checkbox"/> preliminary course	<input type="checkbox"/> bachelor's	<input type="checkbox"/> master's	<input type="checkbox"/> doctorate/PhD	<input type="checkbox"/> degree programme
Are/were you on leave from your current studies? (e.g. due to pregnancy, illness, etc.)		<input type="checkbox"/> yes		<input type="checkbox"/> no
If yes	For how long?		Why?	

### Do you receive student subsidy?

<input type="checkbox"/> Yes, I am currently receiving a student subsidy of €_____ per month until (date) _____
<input type="checkbox"/> No, but I received study subsidy amounting to €_____ from _____ to _____.
<input type="checkbox"/> I am currently no longer receiving a student subsidy because _____
<input type="checkbox"/> No, I have no entitlement .

### Average monthly income

How much money do you have available each month? If you are in a relationship or still live with your parents: How much money do you have available together each month? (Taking into account expenses for children)	
From employment(s)	€
Unemployment compensation/emergency assistance	€
Pension	€
Social subsidy/minimum provision	€
Housing subsidy	€
Childcare subsidy, maternity/paternity subsidy	€
Family subsidy for you	€
Family subsidy for your children	€
Support from family and friends	€
Alimony	€
Support from the state (federal, state, local or other authority)	€
Other (e.g. scholarships, holiday jobs, etc.)	€
<b>Total monthly income</b>	<b>€</b>

### Average monthly expenses

How much do you spend per month? If you live with a partner or your parents, please state your joint monthly expenses, including any children. For all expenses (except living expenses such as food, toiletries, clothing, etc.), proof of payment for the last three months must be provided.	
Rent (incl. utilities)	€
Gas, electricity, heating	€
Home insurance	€
Phone, internet, GIS	€
Health insurance	€
Tuition fees, study materials	€
Living expenses	€
Transport costs	€
Kindergarten and after-school care costs	€
Other	€
<b>Total monthly expenses</b>	<b>€</b>

### Information about your partner

Surname		Name	
Profession		Monthly income	€
Address		Postcode, town	

### Information about the accommodation

<input type="checkbox"/> O mail rental	<input type="checkbox"/> O sublet/room	<input type="checkbox"/> O student residence	<input type="checkbox"/> O consortium flat
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O ownership	O council flat	O shared flat (WG)	
Living space	m <sup>2</sup>	How many people live in the household ?	

### Justification for the application

Describe your situation in your own words so that we can understand it clearly.

### Bank details of the funding recipient

Surname		Name	
Phone		e-mail	
Bank		Date	
IBAN			
BIC			

Have you received any support from the Austrian students' union or your students' union in the last 12 months?

- ☐ yes  
☐ no

### Signature

I confirm with my signature that the information provided is correct. In particular, I confirm that I do not receive any income that has not been declared.

\_\_\_\_\_  
Place, date

\_\_\_\_\_  
recipient

**Required documents (copies only)**

PLEASE NOTE:

Incomplete information or documentation – especially regarding your financial situation – will result in your application being rejected

- Copy of student ID card, confirmation of enrolment for the current semester, academic performance
- Proof of income
- Confirmation of support payments (approvals or rejections) from other institutions
- Notifications (including negative ones) regarding state subsidies, such as study, family and housing allowances
- Confirmation of maintenance payments
- Statement of financial situation for the last three months
- Confirmation of housing expenses (running costs, electricity/heating costs, etc.), basic telephone and radio licence fees, health insurance
- Registration form for the student and, if applicable, other family members, or written confirmation of homelessness
- Tenancy agreement or usage agreement
- Completed form from ÖH Burgenland

## Privacy Policy

Information for data subjects pursuant to Article 13 of the GDPR

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### For what purpose is your personal data processed?

The ÖH Burgenland stores and processes your personal data provided in the form (name, address, email address, nationality, date of birth, number of children, other financial support, income, expenses, field of study, bank details) for the purpose of processing your application and, if applicable, providing financial support.

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### On what legal basis is your personal data processed?

Processing is carried out in accordance with Article 6(1)(b) of the GDPR. You provide this data voluntarily, without being legally obliged to do so. Please note, however, that we cannot process incomplete applications.

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### To whom does ÖH Burgenland disclose your personal data?

The data will be passed on to the relevant supervisory authorities within the statutory framework. In the event of multiple funding, your data will be forwarded to other bodies of the Austrian students' union for the purpose of processing your application.

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### How long does the ÖH Burgenland retain your personal data?

The ÖH Burgenland generally stores your personal data for seven years from the date of application. In addition, the ÖH Burgenland stores your personal data if this is necessary to assert or defend legal claims.

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### What rights do you have in relation to the processing of your personal data?

The EU General Data Protection Regulation 2016/679 (GDPR) grants you, as a data subject, certain rights, which we will outline below. Please note that these rights are complementary, meaning that you can only request either the correction or completion of your data or its deletion.

#### Withdrawal of consent

If the ÖH Burgenland stores and processes your personal data on the basis of your consent, you are entitled to withdraw your consent at any time. However, this does not affect the lawfulness of the processing carried out up to the point of withdrawal.

#### Right to information

You may request information about the origin, categories, storage period, recipients, purpose of the data processed by ÖH Burgenland about you, and the type of processing.

#### Right to rectification and erasure

If ÖH Burgenland processes data relating to you that is inaccurate or incomplete, you may request that it be rectified or completed. You may also request the erasure of unlawfully processed data.

#### Right to restriction of processing

If it is unclear whether the data processed about you is inaccurate or incomplete or is being processed unlawfully, you may request that the processing of your data be restricted until this issue has been finally clarified.

#### Right to object

Even if your personal data is correct and complete and is being processed lawfully by ÖH Burgenland, you can object to the processing of this data. However, this is only possible in special situations, which you must justify.

### **Right to data portability**

You may receive the personal data processed by ÖH Burgenland that ÖH Burgenland has received from you in a machine-readable format specified by ÖH Burgenland, or you may instruct ÖH Burgenland to transfer this data directly to a third party of your choice, provided that this recipient enables ÖH Burgenland to do so from a technical point of view and that the data transfer does not involve an unreasonable effort or conflict with legal or other confidentiality obligations or confidentiality considerations on the part of ÖH Burgenland or third parties.

### **Right to lodge a complaint**

Finally, you are entitled to lodge a complaint with the data protection authority if you believe that the processing of your personal data violates the GDPR.

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### **Who can you contact to assert your rights as a data subject?**

To assert the aforementioned rights, please contact the following address in writing (by letter or email)::

Sozialreferat der ÖH Burgenland  
Campus 1  
7000 Eisenstadt  
[sozref@hochschule-burgenland.at](mailto:sozref@hochschule-burgenland.at)

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### **Signature**

I have read and understood the privacy policy. If I have provided data relating to other persons (parents, partner, child/children, etc.), I will inform them of the privacy policy.

\_\_\_\_\_  
Place, date

\_\_\_\_\_  
signature