

Personal Data Change Form

Address • Name • Other, including Elective Subject



TECHNISCHE
UNIVERSITÄT
DARMSTADT

DEPARTMENT:

Your original university entrance qualification
(for example: Abitur, High School Diploma) is:

German

➔ **Student Service** (Karo5) at TU Darmstadt

Foreign

➔ **International Admissions** (Referat VIII A) at TU Darmstadt

The President

The Vice President
for Academic Affairs
and Diversity

Unit Student Service

Mailing Address:

Karolinenplatz 5
64289 Darmstadt

Email Address:

studsek@pvw.tu-darmstadt.de

Student ID Number (Matrikelnummer)

Last Name, First Name (For name changes, please fill in your former name)

Email (this is also a required field!)

I ASK FOR THE FOLLOWING INFORMATION TO BE CHANGED: (please **only** fill out the data you wish to be changed)



**Alternatively, you can change your address yourself
in the TUCaN Webportal under "Service" -> "Personal Data"**



ADDRESS:

Street, House Number, Room Number, if Applicable

c/o: _____

Additional Address Information

ZIP Code

City

NAME:

New Last Name, First Name

(an official form from the register office (Standesamt) or a copy of your new ID is required for proof of this change)

OTHER

For Example: Citizenship, Error in Date or Place of Birth, Change of Elective Subject, etc.

(an official form from the register office (Standesamt) or a copy of your new ID is required for proof of this change)

I attest to the accuracy of the above information.

Date **X** _____

Signature **X** _____

The following information will be filled out by a representative of TU Darmstadt:

Die Änderung wurde erfasst am _____, von (Sachbearbeiter) _____ / Neuer Lepo wg. Änderung wurde ausgestellt JA / NEIN

The above information will be used for the purpose of updating the above student's personal data. The legal basis for the processing of this data is §6 Section 1(e) of the General Data protection Regulation (GDPR), in addition to §14 of the Hessian Enrolment Regulation (HImV) (Hessischen Immatrikulationsverordnung) More information from TU Darmstadt's Data Protection Officer can be found at www.tu-darmstadt.de/datenschutz (only in German).

Die Daten werden zur Aktualisierung der Studierendendatei verwendet. Rechtsgrundlage für die Datenverarbeitung ist § 6 Abs.1 lit. e der Datenschutzgrundverordnung (DSGVO) i.V. m. § 14 der Hessischen Immatrikulationsverordnung (HImV). Informationen des/der Datenschutzbeauftragten der TU Darmstadt erhalten Sie unter www.tu-darmstadt.de/datenschutz.