

Privacy Policy and Terms of Use

Use of external Moodle of HFT Stuttgart

Overall objectives and purposes, and description of processing operations

The learning platform moodle2.hft-stuttgart.de is a supplementary learning platform of HFT Stuttgart, which also enables non-university members to use the learning platform Moodle. The learning platform serves to carry out preliminary courses, training courses, language courses, etc. Participation is voluntary and can be terminated by users at any time. All users have the option of deleting their account themselves at any time. The learning platform supports various functions and activities in the following areas:

- Digital provision of course content and learning media
- Communication options
- Language courses
- Preliminary courses
- Learning success checks
- Collaborative activities
- Organization

Registration (access data)

In order to use the learning platform External Moodle you have to register. For the registration and the setup of a personal access, the storage of the following personal data is necessary: first name, last name, e-mail address, login name and password.

You are obliged to give truthful data related to this information. The use of invented names is not allowed as well as the use of invalid e-mail addresses.

After registration you will receive an e-mail. Only after confirmation of this e-mail you will be registered as a user. Otherwise, your data will automatically be deleted after one day.

Data Collection

By using the External Moodle learning platform, besides the data you have already provided when registering, further personal data about you will be stored. This includes e.g. the courses you are attending, activities in those courses, test results etc.

Some data, such as your personal profile information or data about your course activities are entered by yourself. Therefore, you already know these data. Other data is generated automatically by evaluations during tests or tasks or is entered by course instructors (trainers). In addition, logs of your usage are automatically created on the server. These data are used to solve technical problems. In the file "[Visibility Data Moodle External](#)" you can see the personal data visible for the groups of people.

As the data mentioned above are personal data, we are obliged to inform you that these data will be recorded and processed as well as what rights you have in this regard. The basis for the processing of personal data is the EU General Data Protection Regulation, the State Data Protection Act of Baden-Württemberg, and the State Higher Education Act of Baden-Württemberg.

Legal basis for data processing

The Moodle system is provided as part of the public remit of HFT Stuttgart (research and teaching). The legal basis for this is Art. 6 (1) (e) GDPR in conjunction with § 4 LDSG in conjunction with § 2,12 LHG and the data protection statutes of HFT Stuttgart in their current form.

The processing of data when the system is used by external parties is carried out within the framework of the user agreement and thus on the basis of Art. 6 (1) (b) GDPR (contract initiation/execution).

Type of data and data categories

A comprehensive description of the types/categories of data can be found in the file "[Visibility Data Moodle External](#)."

Source of data collection and obligation to provide data

The data is collected directly from you during registration and in the course of using the system.

There is no obligation to use the system

Recipients, Data Transfer and Data Publication

Your personal data is used exclusively for the External Moodle learning platform and the implementation of the respective courses and will not be disclosed to third parties or used for purposes other than those intended, even in anonymous form.

Duration of Storage and Deletion of the Data

The data in your user profile will be stored until the deletion of your user account. You can have your user account deleted at any time. To do this, write an informal e-mail to moodle@hft-stuttgart.de.

Inactive user accounts will be deleted after 200 days. Contributions you have published in forums and wikis in Moodle are excluded from deletion and objection. These will remain available until the respective Moodle course is deleted.

Results from tests and assignments are usually stored outside of Moodle until the statutory retention period expires. Log data is deleted within 10 days.

Users' Rights

You have various claims to the responsible entity regarding the data stored about you. This includes:

- Right to get information from the responsible person (see below) about the data stored about you in Moodle. The stored personal data can be viewed in your "personal profile" (editable via the user menu top right) at any time and it can be edited by yourself.
- Right of correction. If incorrect data is stored, you can partly edit it on your own (self-recorded profile data) or ask the person in charge to do so. The person in charge will comply with the request if the correction is justified and appropriate.
- Right of deletion. You are entitled to the deletion of data that is in fact incorrect or for which the person responsible has no further purpose. A right of deletion of data does not exist if the person responsible is obliged to provide the data for legal reasons or due to other obligations. There is also no right of deletion if you have authored information and it is used in the context of other users' information (for example, posts in forums and wikis).
- Right of restriction on data processing. The person responsible will ensure that, in case of restriction, data is accessible only to persons who are obliged to access the data. For this he or she can use the means of pseudonymisation or anonymization.
- Right of objection. You can object to the further use of the data. This will only be effective in the future. The right of objection is not an automatic obligation for the person in charge to delete the data. If there are other obligations to store the data, the person responsible will weigh the options and inform you about the result.
- Data portability. You are entitled to receive data recorded by yourself in an electronic format that may be used for the purposes elsewhere. This right is limited to data that are not subject to a trade secret and therefore cannot be transferred to other entities or that do not protect the rights of others, e.g. copyright.

- You can delete the account yourself at any time and thus terminate data processing. Please note that your data will then no longer be available.

Competent supervisory authority

You also have the right to lodge a complaint with a data protection supervisory authority (Art. 77 GDPR). The competent supervisory authority is:

Landesbeauftragter für Datenschutz und Informationsfreiheit Baden-Württemberg

Postfach 10 29 32, 70025 Stuttgart

Phone: 0711/615541-0, Fax: 0711/615541-15

poststelle@lfdi.bwl.de

Please first contact the person in charge or the data protection supervisor of the Stuttgart University of Applied Sciences (see contact details). In most cases, this will help to clarify questions and resolve complaints.

Contact details / contact persons

Responsible for the learning platform:

Rector Prof. Dr. Katja Rade

Questions and information about data protection:

Data protection supervisor of the HFT Stuttgart

Maximilian Musch (datenschutz@hft-stuttgart.de)

Viewing Stored Data / Deleting User Data:

You can view the data stored in Moodle about you or delete your user account. To do this, please create a data request (User menu top right / Profile / Privacy and policies / Data requests / New request) and then select whether you want to export or delete your data.

Cookies

With the use of Moodle, two cookies are stored locally on the computer. "MoodleSession" and "MoodleID" are session cookies that are deleted after closing your browser.

You can only use Moodle if you allow cookies in your browser, at least temporarily. The cookies are necessary to allow access after login to all pages.

Content and Copyrights

The information, texts, files, pictures, videos etc. contained on the learning platform External Moodle of the HFT Stuttgart are in general protected by copyrights.

You are entitled to use the information accessible on the learning platform for private, non-commercial purposes, in particular to read, download or print out. For other purposes, the use of the information stored in Moodle is not permitted. In particular, the information may not be disclosed to third parties, published or otherwise made accessible to third parties or the public.

Change of Privacy Policy and Terms of Use

You can read the privacy policy and terms of use any time in your profile under "Privacy and Policy / Policies and Agreements".

Due to ongoing legal and technical developments, the University of Applied Sciences Stuttgart reserves the right to update the privacy policy information at any time.

As of February 26, 2026

Visibility data according to groups of people
External Moodle of HFT Stuttgart (moodle2@hft-stuttgart.de)

Personal data		You yourself in the profile or in the course	All authenticated users	All users registered in Moodle	Participants in the course	Trainer (course instructor)	SG-Kursmanager/in (Manager course category)	Manager / System Administrator
are visible for:								
User data:								
First name / Surname*								
Email address*								
Username*								
Password*								
Optional data e.g. city, country, user picture ..								
IP address								
Course data:								
List of course profiles								
Role in the course, group membership (if available)								
List of participants								
Posts in Forums, Wiki, Glossary, Chat								
Answers and results in tests, tasks								
Entries in votes, database								
Ratings, awards								
General data in Moodle:								
Reports (Activities)								
Online activity (last access) / log data								

*	Required field
	Visible
	Not visible
	Visibility of the e-mail address can be changed in the profile settings
	Visibility can be set by the trainer
	Sees the enrolled courses only via the ratings and only in the course area for which the role applies