

# Wohnen für Hilfe – Geben. Nehmen. Leben.

Studentenwerk Potsdam

Tel.: 0331 – 37 06 506

E-Mail.: [wohnen-fuer-hilfe@studentenwerk-potsdam.de](mailto:wohnen-fuer-hilfe@studentenwerk-potsdam.de)



**Studentenwerk Potsdam**  
*Anstalt des öffentlichen Rechts*

## Declaration of consent Data protection within the framework of the Homeshare programme „Wohnen für Hilfe“

Dear students,

In order to find a suitable home provider for you, we need your written consent for recording and processing your data (EU Data Protection Basic Regulation, DS-GVO).

You can sign the consent form at the end of the data protection statement.

### Which data do we need?

- Personal and Contact Information (name, address, contact, interests, course of study)
- As a home sharer, which assistance would you like to offer? The more specific this information, the better! This way, we are more likely to find a suitable match for you.

### How long will we store your data for?

Your data will be stored for a duration of 12 months after its collection. If we have not been able to find a home provider for you, you can decide, whether you would like to keep or cancel your application. If you decide to cancel your application, all your data will be deleted.

If you find a home provider, we will keep your data for the duration of your homeshare experience

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Beyond that, your data will be stored for another 6 months for possible queries. After this period, all data will be deleted by the Studentenwerk Potsdam. Reports and statistics for the evaluation of the project contain only anonymous information.

## How is the data stored?

We save your completed application form as a printout as well as an electronic form on our server. Only the Studentenwerk Potsdam has access to this data.

## Who receives your data?

The completed application form remains with the Studentenwerk Potsdam. Subject to your approval, we will share certain information with a potential home provider (Gender, Age, Assistance Provided, Course of Study). If the potential home provider agrees to meet you, you will receive each other's contact details from us.

## Can the data be revoked?

You can revoke the storage of your data at any time. A transmission is then no longer possible. It is also possible to revoke an existing residential partnership, but the Studentenwerk Potsdam cannot provide any further assistance.

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## Who is the contact person for my data?

The contact person for your data at the Studentenwerk Potsdam:

Kirsten Grandke

Tel. 0331 – 37 06 506.

I have taken note of the data protection declaration on the application form "Wohnen für Hilfe" on the basis of the DS-GVO in its current form.

I agree that my data may be stored by the Studentenwerk Potsdam according to the procedure described above.

With your signature you agree to the collection of this data.

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Place, Date

Signature

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## Application Form for Students

### Personal details

Surname	
First Name	
Gender	
Street	
Postcode/ Place of Residence	
Date of Birth	
Nationality	
Residence Permit Available?	
Native Language	
German Language Skills (i.e. B1)	
Phone	
E-mail	

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Hobbies	
Skills (Cooking, Musical Instrument Languages, ...)	
Other information	

## Information on training/studies

University	
Course of Study	
Semester/ academic year	
Expected end of studies	

## Tenant details

Do you smoke?	
Known allergies	
Are you planning to bring a pet?	
Do you have a driver's license?	

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Do you have a car?	
Are you planning to stay away over the weekends (overnight stays)?	
Are you planning to stay in Potsdam during the semester break?	
Do you have a liability insurance (Haftpflichtversicherung)?	
Do you have a personal accident insurance?	

## What do you expect from the Homeshare programme „Wohnen für Hilfe“?

Desired move-in date	
Who is your ideal home provider? (i.e. a young family, elderly people, ...)	
How do you like your room? (furnished, partly furnished, unfurnished)	
Are you planning to bring furniture with you?	

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Do you want friends to stay overnight?	
Other Wishes	

## Which type of assistance would you like to offer?

(If applicable, please mark with a cross)

Housework (e.g. cleaning, vacuuming, washing up, ironing)	
Domestic services (e.g. sweeping the road, putting out garbage bins, winter services)	
Gardening	
Keeping your home provider company outside the house (e.g. doctor visits, events, walks)	
Grocery Shopping	
Driving	
Keeping your home provider company at home (e.g. reading aloud, board games, entertainment)	

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Paperwork (e.g. help with filling out forms, help using the PC)	
pet care	
Minding the house while home provider is out	
Small repairs and/or renovations	
Childcare	
homework supervision/ tutoring	
Technical Assistance	
Cultural offers, i.e. Music lessons (instrument) Language teaching (language level) Other	
Own Suggestions	
Restrictions Regarding Assistance (assistance that you cannot or do not wish to provide)	
Monthly Assistance Hours?	



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Which of your skills or previous experiences might be relevant for this project? (Did you work or study abroad? Did you engage in a social project as a volunteer?)	
How did you find out about the project "Wohnen für Hilfe"?	
Why do you want to participate in the homeshare programme?	
Which data should not be transmitted to a potential housing provider?	