Please only send via <u>email</u> to: soepmail@diw.de
(Philipp Kaminsky)

SOEP The Socio-Economic Panel

www.diw.de/soep

soepmail@diw.de
SOEPhotline +49 30 897 89-292

APPLICATION FORM for a Data Distribution Contract

The scientific use file of the SOEP with anonymous microdata is made available free of charge to universities and research institutes for research and teaching purposes. The direct use of SOEP data is subject to the strict provisions of German data protection law. Signing a data distribution contract is therefore a precondition for working with SOEP data.

Important instructions for completing the application:

We save your personal data for the processing of data-ordering and malpractice control. The legal basis is Art. 6 Paragraph 1b and 1f of the General Data Protection Regulation (DSVGO). In so far it applies to your data, you have a right via the DSGVO to information (Art. 15), amendments (Art. 16), deletion (Art. 17), limitations in handling of your data (Art. 18), objection (Art. 21), and data transference (Art. 20).

The applicant is, in the case of:

► **Students**
(Ph. D., Graduate, Master, or other)

the professor at the same institution advising the student or supervising the student's thesis

► **Project staff members**

the department head, professor, project head, department chair

► **Multi-person projects**

In multi-person projects, the location of the research determines whether each researcher must sign a separate contract. Researchers located at different institutions must sign separate contracts.

The applicant must provide documentation that his/her institution conducts independent scientific research. Such documentation may be provided, for example in the form of the institution's by-laws. The documentation will form Annex 2 to the contract. Accredited German universities are exempted from this requirement.

Title of the research project or research program the SOEP data is needed for

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Duration until

[ ] Prof.   [ ] Dr.   [ ] PhD   ( ) ♀   ( ) ♂

Name of the project head

E-mail address

Internet / URL

Phone   Telefax

Name of the University or Institution

Chair | Department

Address

ZIP code   City

Country

ATTENTION! ONLY if <u>not</u> belonging to the EU and <u>not</u> to the European Economic Area (EEA):
In Section II. h) of the standard contractual clauses, we have made a preselection for you. In our opinion, the chosen variant is the easiest to understand. Of course, you can change the selection we have made. No matter which variant you choose: Please remember to sign the standard contractual clauses at the relevant point in the document.

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Additional information

Date and applicant's signature

Please use the next page for any additional persons (only possible with the same affiliation!)

Additional Persons

Please only use the
>official institutional email address< !
Others won't be accepted!

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First name, name   E-mail-address

Date and signature

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