

NUS Personal Data Notice for Students

1. The National University of Singapore ("**NUS**") manages and administers undergraduate and graduate courses in NUS. To manage and administer the undergraduate and graduate courses in NUS, NUS will necessarily need to collect, use, disclose and/or process certain personal data or personal information about the individual that has been enrolled as a student into an undergraduate or graduate course in NUS (the "**Student**").
 - (i) Such personal data will be collected, used, disclosed and/or processed by NUS for the purpose(s) of:
 - a) Enrolling the Student in and providing the Student with the undergraduate and/or graduate courses in NUS and sending the Student materials on the Student's courses or subject enrolments (including course / study / assignment / lecture materials, information on the Student's time table and examination details) and such materials and information on undergraduate and graduate courses in NUS, general student- related activities within NUS, as well as related talks, seminars and/or events via postal mail, electronic mail, SMS or MMS, fax and/or voice calls;
 - b) Administering and/or managing the Student's relationship with NUS (including the mailing of correspondence, statements or notices to the Student, which could involve the disclosure of certain personal data about the Student to bring about delivery of the same, as well as on the external cover of envelopes / mail packages);
 - c) Carrying out due diligence or other screening activities (including background checks) in accordance with legal or regulatory obligations or risk management procedures that may be required by law or that may have been put in place by NUS, including the obtaining of references and/or other information about the Student from the Student's previous education institute(s);
 - d) Responding to any enquiries by the Student;
 - e) Processing the Student's application(s) for scholarships and/or financial aid, and if successful, administering and/or managing the Student's scholarship and/or financial aid programmes, which may include use of personal data for development and fund raising activities and disclosure of personal data to donors, external evaluators and/or external organisations for purposes of periodic reports as may be required, event invitations, surveys and/or publicity of NUS' scholarship and/or financial aid programmes;
 - f) Maintaining campus safety and security of persons and property (including the use of CCTVs), as well as investigating fraud, misconduct, any unlawful action or omission of the Student, and whether or not there is any suspicions of the aforementioned;
 - g) Responding to requests for information from public agencies, ministries, statutory boards or other similar authorities (including but not limited to the Ministry of Defence, Ministry of Education and Ministry of Health) or non-government agencies authorised to carry out specific Government services or duties from time to time;

- h) Carrying out market related, evaluative or similar research and analysis for NUS' operational strategy and policy planning purposes;
- i) Outreach and engagement to garner philanthropic support for NUS, its community and affiliated institutions, upon the Student's successful enrolment into NUS and/or as alumnus after graduation from NUS;
- j) Invitation to participate in publicity materials, feature stories, events and other engagement activities relating to academic support, student support, financial assistance, programmes and merit-based awards made possible by donors, where the Student may be a successful recipient, beneficiary and/or participant, after successful enrolment into NUS;
- k) Inclusion as appropriate in accountability reports to donors where the Student, upon successful enrolment to NUS, is a recipient or beneficiary of the donors' philanthropic support to NUS, and for disclosure to donors for engagement purposes;
- l) Supporting NUS functions including, but not restricted to, the teaching and personal and professional development of students, research and administration of NUS;
- m) Sharing with the Student's previous education institute(s) information on their former students;
- n) Sharing information on students with companies for purposes of recruitment, internship, industrial attachment and job placement;
- o) Processing and administering the Student's application for overseas exchange programme, summer school, overseas internships and other overseas activities that are part of the NUS programme, and if successful, administering and/or managing such overseas exchange programme, summer school, overseas internships and other overseas activities that are part of the NUS programme. Such activities will include disclosure of Student's information to NUS' overseas counterparts such as overseas partner universities and overseas partner organisations;
- p) Processing, administering and conferring awards of prizes, medals, scholarships, classes of honours and other marks of distinction, and student or graduation status, and publication or releasing of information on the same;
- q) Upon graduation, for engagement of the Student as an alumnus of NUS, which includes but is not limited to notification on NUS and alumni-related initiatives and activities, invitation to NUS and alumni-related events, updating of alumni information, invitation to participate in alumni surveys and sending of communication collaterals;
- r) Processing applications for campus accommodation and administering the Student's accommodation related matters during the Student's stay at the accommodation, which would involve the disclosure of certain personal data about the Student for accommodation related matters, publicity of accommodation-related activities, opportunities for residential life positions at the accommodation, and investigation of misconduct at campus

accommodation;

- s) Processing application for University-related concession cards;
- t) Administration and processing of the Student's applications for local and overseas career related activities, events, programmes, internships, employment opportunities, and career coaching of the Student and subsequently as an alumnus of NUS;
- u) Facilitating participation of the Student in student life and development opportunities which may include activities, events, volunteering and training programmes, student membership and leadership positions in clubs, societies, halls and residences;
- v) Providing airport meeting reception (for international students), orientation briefings, and programmes for cross-cultural adjustments;
- w) If consented to by the Student in the registration form and/or other methods of consent notification, sending the Student materials related to marketing, advertising and promotional information, via postal mail, electronic mail, SMS or MMS, fax and/or voice calls;
- x) Sharing the Student's personal data for the purposes of NUS' participation in university-ranking exercises;
- y) Taking of photographs and/or videos (whether by NUS staff or third party photographers and/or videographers) during events or seminars organised by NUS or its affiliates for publicity purposes (including in NUS' publicity and communications materials); and/or
- z) Facilitating the provision of support and/or assistance in relation to health and general well-being of yourself and others.

(collectively, the "**Purposes**")

- (ii) Such personal data of the Student will/may be disclosed by NUS to third party service providers or agents (whether in Singapore or elsewhere in the world where such service providers are sited) for one or more of the above Purposes, as such third party service providers or agents, if engaged by NUS, would be processing the Student's personal data for NUS, as a student and/or subsequently as an alumnus, for one or more of the above Purposes.

(iii) The Student acknowledges and consents to:

- a) NUS collecting, using, disclosing (to parties within or outside of Singapore) and/or processing the Student's personal data for the Purposes as described above; and
- b) NUS transferring the Student's personal data out of Singapore to NUS' third party service providers or agents for the Purposes as described above.

The Student will ensure that the Student's personal data is correct and true by keeping such personal information as declared to NUS up to date at all times.

The Student warrants that for any personal data of any other individuals disclosed by the Student in connection with processing, administering, managing the Student's relationship with NUS, prior to disclosing such individuals' personal data to NUS, the Student has obtained the appropriate consent from the individuals whose personal data are being disclosed, to permit NUS to collect, use and disclose such personal data for the purposes related thereto.

2. NUS' University Health Centre uses GPConnect, a clinic management system and an electronic medical records solution to manage its patients' medical records. GPConnect, owned by Integrated Health Information Systems Pte Ltd ("IHIS"), will be linked to the National Electronic Health Records System ("NEHR") which facilitates the processing and sharing of patient data with healthcare providers in Singapore. NUS' use of GPConnect will entail the sharing of patient data to the NEHR.

The Student acknowledges and consents to:

- a) Allow NUS to collect, disclose, process and transfer the Student's personal data including all of the Student's patient data obtained during the Student's visits to UHC to GPConnect for the purpose of managing the Student's medical records;
 - b) Allow IHIS, through GPConnect, to disclose, process, transfer and share the Student's personal and patient data to NEHR;
 - c) Where such of the Student's personal and medical data is disclosed, processed and/or transferred by IHIS to NEHR,
 - a. to allow all institutions accessing the NEHR (including Ministry of Health ("MOH"), MOH Holdings Pte Ltd ("MOHH") and MOHH's affiliates) to access, use, disclose and share the Student's said personal and patient data for the purposes of providing the Student with healthcare services (including making medical referral and facilitating diagnosis); and
 - b. where MOH has given consent to such institutions mentioned at Clause 2(a) above, to allow the Student's personal and patient data to be used for approved research or such other approved purposes;
 - d) Disclose and/or share the Student's personal and patient data with institutions connected to NEHR with other institutions.
3. The Student understands and acknowledges that the terms set out in this notice shall be incorporated by reference to and form part of the Acceptance Record with NUS.
 4. If the Student has any questions relating to NUS' collection, use and disclosure of the Student's personal data, the Student may contact NUS Data Protection Office at dpo@nus.edu.sg.
 5. For the avoidance of doubt, in the event that Singapore personal data protection law permits an organisation such as NUS to collect, use or disclose the Student's personal data without the Student's consent, such permission granted by the law shall continue to apply.

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