

Notice of Obligations to Inform under the Personal Data Protection Act and Data Subject Consent Form

**This English translation is for reference only and has not been officially verified.
The Chinese version shall prevail in all respects.**

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Retention Period: 5 years

Shih Hsin University (hereinafter referred to as “the University”), pursuant to Article 8, Paragraph 1 of the Personal Data Protection Act (hereinafter referred to as the “PDPA”), hereby informs you of the following matters. Please read carefully and agree that the University may, within the scope of Items 1 through 3 below, collect, process, and use your personal data:

I. Purpose of Collection

For the purpose of carrying out operations related to students’ applications for outbound exchange programs and scholarships, the University needs to collect your personal data, and to use such data for purposes including educational administration and/or administrative processing for document applications, administrative affairs, dissemination of relevant information, and other related operations.

II. Categories of Personal Data to Be Collected

C001 (student ID number, department/program, name, contact address, telephone number, e-mail address, photograph)
C003 (national identification number, passport number)
C011 (gender, nationality, age, date of birth, place of birth)
C012 (height, weight, blood type, etc.)
C051 (universities, junior colleges, or other schools, etc.)
C052 (special licenses)
C057 (academic records/grades)
C081 (proof of financial resources)
C111 (health examination report)
C132 (study plan, autobiography)

III. Period, Region, Parties, and Methods of Use of Personal Data

1. Period: The retention period necessary for the University to perform its operations, 5 years.
2. Region: The regions in which the recipients/parties described below are located.
3. Parties (Recipients): The data subject and third parties or agencies related to the aforementioned purposes.
4. Methods: In written form, electronically, via the Internet, or by other appropriate means.

IV. Rights Exercisable by the Data Subject

Pursuant to Article 3 of the PDPA, you may exercise the following rights with respect to your personal data held by the University:

1. You may request the University to make an inquiry, to provide access for review, or to issue a copy; the University may, in accordance with law, charge necessary costs.
2. You may request the University to supplement or correct your personal data; however, you shall provide appropriate explanation as required by law.
3. You may request the University to cease the collection, processing, or use of your personal data, and you may also request deletion; however, where the University is required to retain such data for the performance of its operations under law, the University may decline your

request.

4. To exercise the above rights, please contact: Personal Data Protection Contact Window:
+886-2-2236-8225 ext. 82323.

V. Impact on Rights and Interests if Personal Data Is Not Provided

You may freely choose whether to provide the relevant personal data. However, if you refuse to provide such personal data, or if the personal data you provide is inaccurate, the University will be unable to provide the services/operations described in the aforementioned purposes.

VI. Consent

After you have read, understood, and fully agreed to the content of this Notice, please sign by hand in the space below; your signature shall have the effect of written consent. If you are under eighteen (18) years of age, or otherwise lack legal capacity under the Civil Code, your legal representative shall also read the content of this Consent Form and sign by hand; only then shall the consent have the effect of written consent.

Consent Signatures

Having been informed by the University of the matters stated above, I have read, understood, and fully agree to the purposes and uses for which the University collects, processes, and uses my personal data, and I agree that, within the scope of Items 1 through 3 above, the University may collect, process, and use my personal data.

Consenting Party (Data Subject): _____ (Signature)

My legal representative has read, understood, and fully agrees to the matters stated above, and agrees that, within the scope of Items 1 through 3 above, the University may collect, process, and use the data subject's personal data.

Legal Representative: _____ (Signature)

Date (R.O.C.): _____ Year _____ Month _____ Day