National University of Singapore (NUS) Privacy Notice for Student

The National University of Singapore ("NUS") manages and administers undergraduate and graduate courses, which requires collecting, using, disclosing, and processing certain personal data of students ("Student").

1. **Why We Collect Your Personal Data**
   When you enrol in NUS, we collect and process your personal data to manage your education and provide support services. We do this based on:

   - **Contractual necessity** – To administer courses and services related to your enrolment.

   - **Legitimate interests** – To improve student services, security, and research.

   - **Explicit consent** – For optional services like marketing and fundraising.

   We use your data for:

   - Enrolling you in courses and providing class materials, timetables, and exam details.

   - Managing your student records, including communication on fees, grades, and services.

   - Conducting background checks where required by law or university policies.

   - Responding to your inquiries and processing applications for financial aid or scholarships.

   - Ensuring campus safety, including CCTV monitoring for security purposes.

   - Sharing necessary data with government agencies when legally required.

   - Engaging with alumni networks, job placement services, and career opportunities.

   - Sending you marketing or event invitations **only if you opt in**, and you can opt out at any time.

   - Facilitating student activities such as internships, exchange programs, and residential life.

2. **Who We Share Your Data With**

   - **Service Providers** – We may share data with trusted partners (e.g., IT vendors, student service providers) bound by confidentiality agreements.

   - **Government Agencies** – When legally required (e.g., Ministry of Education, Ministry of Health).

- o **International Transfers** – If needed, we ensure compliance with **Singapore's PDPA** through **contractual agreements with foreign institutions**.

3. **Medical Data & Health Records**

   - o If you visit the NUS University Health Centre (UHC), your medical data may be securely stored and shared with **GPConnect** and the **National Electronic Health Records (NEHR)**.

   - o **Medical records are kept for 7 years** after you leave NUS and are then securely deleted.

4. **How Long We Keep Your Data**

   - o **Medical Records** – Retained for **7 years**, then securely deleted.

   - o **CCTV Footage** – Retained for **120 days**, unless needed for investigations.

5. **Your Rights Over Your Data**
   You have the right to:

   - o **Access Your Data** – Request a copy of your personal information.

   - o **Correct Your Data** – Request updates if your data is incorrect.

   - o **Withdraw Consent** – Opt out of optional data uses (e.g., marketing emails).

   - o **Request Deletion** – Ask us to delete your data where applicable.

   - o **Make a Data Request** – Email **dpo@nus.edu.sg**, and we will respond within **30 days**.

6. **How to Contact Us**

   - o **Data Protection Officer (DPO):** If you have questions, contact **dpo@nus.edu.sg**

   - o **Response Time:** General inquiries will be responded to within **5-7 business days**, while data access or correction requests will be processed within **30 days**.

7. **Your Consent**
   By continuing your enrolment, you confirm that you have read and understood this notice and agree to how NUS collects, uses, and shares your personal data. If you want to withdraw consent, you can contact us at any time.