



ATENEIO DE MANILA UNIVERSITY

UNIVERSITY RESIDENCE HALLS

URH DATA PRIVACY POLICY

The Ateneo de Manila University through the University Residence Halls (URH) respects your privacy and aims to comply with all applicable privacy and data protection laws whenever we process your personal data.

In relation to the URH residency application and admissions process, all processing of personal data will be in accordance with the *University's Privacy Policy for Applicants, Students and Alumni* (see <https://www.ateneo.edu/privacy/applicants-students-alumni>) and other applicable laws and policies. Since the URH Residency Application Form uses the Google platform, that company's privacy policy will also apply.

Unless otherwise required or authorized by law, your personal data will only be used and shared for the following purposes:

- To evaluate and process applications for admission to URH.
- Sharing of your emergency contact information to Resident Advisers for emergency purposes.
- Sharing of your personal data with your parents, guardians or next of kin in order to promote your best interests, or to protect your health, safety, and security, or that of others.
- Sharing of your email address and mobile numbers to the Ateneo Resident Students Association (ARSA) Central Board for the purpose of communicating to URH residents-students who are automatic ARSA members, the association's bonafide programs, activities, etc.

No information will be shared with other parties without your express consent. They will be stored and kept secure while the declared purpose of their collection subsists. Beyond such period, they will be deleted from the URH's database.

As provided by law, you have certain rights in relation to your personal data, including the withdrawal of your consent. Should you wish to exercise any of them, or if you have any questions regarding this survey form, you may reach out to the URH Administration Office via residencehalls@ateneo.edu. The University Data Protection Office (UDPO) may also respond to your data privacy concerns at info.udpo@ateneo.edu (inquiries) or alert.udpo@ateneo.edu (complaints / security incidents). I give the University Residence Halls administration permission to collect and process my personal data subject to the above terms and conditions.

- ☐ I give the University Residence Halls Administration permission to collect and process my personal data subject to the above Terms and Conditions
- ☐ By providing personal data in this Form, I am confirming that the data is true and correct. I understand that the University Residence Halls Administration may rely on the information that I provided in making decisions that may affect me and others.
- ☐ I acknowledge that the University Residence Halls Administration has the right to disapprove my application or to reverse any decision to approve my application which may have been made on the basis of the information I have provided in this Form.

(SIGNATURE OVER PRINTED NAME & STUDENT NUMBER)

DATE