To whom it may concern:

［April 18, 2013 version］

Masaaki Ogino

President, ISI Inc.

**Request for Agreement to Use of   
Portrait Rights, Copyrights, and Personal Information for PR Activities**

ISI Inc. conducts PR activities, aimed at people who want to enroll and the general population, in official PR media such as websites and pamphlets. We think that posting people’s portraits (photographs and videos in which individuals can be identified), literary works (manuscripts of pamphlets, etc.), and personal information (names, affiliations, etc.) in PR media is an extremely effective means of depicting to outside parties as specifically as possible the class atmosphere, extracurricular activities, and overseas educational life. We request that you please understand this necessity and provide your cooperation. Therefore, we ask that you please fill in the required items of the agreement below and then submit the agreement to the company.

# Personal information

Personal information will be appropriately managed based on the ISI Group Personal Information Protection Policy and Handling of Personal Information.

# Copyrights

Please understand that works submitted for the PR purposes of the ISI Group, such as manuscripts, may be partially changed for editing reasons. In the event that a change has been made, we will contact you for confirmation. We also request that you agree to the transfer of all copyrights related to those submitted works to the company. Transfer of copyrights will be made at the time a work is submitted to the company.

# Cancellation of agreement

In the event that due to special circumstances you want a portrait or personal information that has been made public on a website deleted, please contact the company. However, please understand that we cannot handle deletion for printed materials, etc. that have been distributed as paper media.

# Contact information for inquiries

|  |  |  |
| --- | --- | --- |
| ISI Language School  TEL: 03-5155-6886  FAX: 03-5155-6887  Email: [ils@isi-global.com](mailto:ils@isi-global.com) | ISI Language College  TEL: 03-5332-8825  FAX: 03-5332-8826  Email: [ilc@isi-global.com](mailto:ilc@isi-global.com) | ISI Chukyo  TEL: 058-270-0515  FAX: 058-270-0516  Email: [isichukyo@isi-global.com](mailto:isichukyo@isi-global.com) |

［April 1, 2013 version］

**Agreement on Portrait Rights, Copyrights, and Use of Personal Information**

I consent to the ISI Group using the portrait and personal information indicated in the items below in official PR media, such as websites and pamphlets, for PR purposes. I also consent to the transfer of copyrights for the manuscripts that I submitted for the PR purposes of the ISI Group and other documents indicated in the items below to ISI Inc.

Date:

Mr. Masaaki Ogino

President, ISI Inc.

|  |  |
| --- | --- |
| Affiliated school： |  |
| Class: |  |
| Nationality: |  |
| Name: |  |

**Personal information to be disclosed**

1. Name
2. Nationality
3. Affiliated school
4. Class
5. Year and month of enrollment / year and month of graduation
6. Portraits (photograph / video)
7. Manuscripts / works

If there are any items below that you do not want to disclose, please enter a check (☑) in the box.

* Results of taking and passing various certification exams \*Non-passing results will not be made public.
* Result of passing entrance exam (academic department / subject / course) \*Non-passing results will not be made public.
* School you will go on to/ where you will be employed

\*For the date, please write the date that you filled out this form.

\*Please fill out this form yourself.

------------------------------------- For office use (Please do not write anything in the section below.) ---------------------------------------------------

|  |  |  |  |
| --- | --- | --- | --- |
| Receipt number: |  | Person in charge: |  |
| Application for deletion (receipt number): |  | Reason: |  |
| Special notes: |  | | |