

# National Cheng Kung University Consent Form for Personal Information Collection, Processing, and Utilization

To collect, process, use, and search for the personal information of job candidates and faculty members, National Cheng Kung University (hereafter “the university”) seeks your consent through this consent form in accordance with the Personal Information Protection Act. If you have read, understood, and accepted the content of this consent form, please sign at the bottom of the form.

## 1. Collection, updating, and safekeeping of personal information

- (1) The university collects, processes, uses, and searches for your personal information in accordance with the Personal Information Protection Act and relevant regulations.
- (2) Please provide your correct, latest, and complete personal information.
- (3) The personal information collected by the university includes your name, ID number, institution/department, contact information (telephone number and E-mail), and a photograph.
- (4) If your personal information changes, please apply to the university to revise it and thus keep it up-to-date and complete.
- (5) You can exert the following rights regarding your personal information in accordance with the Personal Information Protection Act:
  - a. Search or request to view the information;
  - b. Request a photocopy of the information;
  - c. Request to add more information or revise the existing information;
  - d. Request the university to stop collecting, processing, or using the information;
  - e. Request the university to delete the information.

However, if the information is necessary for university units to perform their duties, the university may reject your request. In addition, if your interests are damaged because of the exertion of these listed rights, the university is not liable to provide compensation.

## 2. Purposes of collecting, processing, and using personal information

- (1) Your personal information is collected, processed, and used to meet the university’s need to perform educational administration and personnel administration tasks.
- (2) If the university wishes to use your personal information in a manner different from the information collection purpose and the use does not meet the conditions stated in Subparagraphs 1–6 of Article 16 in the Personal Information Protection Act, the university will seek your consent in advance through a written form. You can reject the university’s request, but you may lose relevant interests.
- (3) Starting from the day when this consent form is signed, the university can use your personal information to perform the following tasks in Taiwan:
  - a. Edit the faculty member roster of the university;
  - b. Provide the information to various units, enabling them to look up the information and contact you.
- (4) To ensure campus safety and protect students’ educational rights, the university checks whether you have a record of committing sexual assault, sexual harassment, or sexual bullying and collects the record if you have one in accordance with the Gender Equity Education Act and Sexual Assault Crime Prevention Act.

## 3. Confidentiality of personal information

If your personal information is stolen, leaked, tampered with, or otherwise infringed because of the university's violation of the Personal Information Protection Act or because of a natural disaster, incident, or other event of force majeure, the university will notify you in an appropriate way via telephone, letter, email, or online announcement after clarifying the circumstances and causes.

4. Effectiveness of the consent form

- (1) Signing this consent form indicates that you have read, understood, and agreed with all its content.
- (2) The university reserves the right to revise the consent form at any time and will announce the revision on the university's official website; no individual notifications will be sent. If you disagree with the revised content, you may request that the university to stop collecting, processing, using, and searching for your personal information in accordance with Subparagraph 5 of Article 1. Otherwise, you will be deemed to have agreed with the revised content of the consent form and accepted the restrictions imposed by it.

5. Applicable law and competent court

This consent form shall be interpreted and applied and relevant disputes shall be resolved pursuant to the laws of Taiwan. The Tainan District Court shall be the court of competent jurisdiction in the first instance.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

※The English translation thereof is for reference only and the Chinese version shall always prevail in case of any inconsistency between the Chinese version and the English translation thereof.