

國立臺南大學個人資料蒐集告知聲明

NUTN Personal Information Collection Statement for Individuals

108年1月4日教務處處務會議修訂
108年2月20日教育體系個人資料管理規範導入工作小組會議通過(V2.0)

國立臺南大學(以下簡稱本校)因蒐集、處理及利用個人資料, 謹依個人資料保護法(以下簡稱個資法), 第8條及第9條規定, 向您告知以下內容, 敬請詳細審閱(尚未成年滿20歲者, 敬請告知您的法定代理人或監護人詳閱以下內容):

According to the "Personal Information Protection Act" (hereafter referred to as the Law) please read the "NUTN Personal Information Collection Statement for Individuals" that National University of Tainan has established according to the Law's Article 8 and Article 9, on account of collection, processing, and utilization. (If you are under twenty years of age, your legal representative or guardian should read and understand the following statement.)

一、個人資料蒐集之目的

- (一)本校為執行教育或訓練行政及學員(教師)資料管理需蒐集您的個人資料, 並在「個人資料保護法」與相關法令之規範下, 處理及利用您的個人資料。
- (二)您得自由選擇是否提供相關個人資料, 惟您若拒絕提供, 本校將無法進行必要之審核及處理作業, 致無法提供您相關事項之申請與辦理, 您可能因此喪失相關權益。
- (三)將來本校如需在本告知的蒐集目的外利用您的個人資料時, 除法令另有規定外, 將依法先行取得您的書面同意。

I. Purpose of Personal Information Collection:

1. Based on data management of education or training administrative and student (teacher), and the processing and utilization of your personal information is protected and regulated by the "Privacy Policy statement" and related laws.
2. You are free to choose whether to provide relevant personal information. However, if you refuse to provide relevant personal information, NUTN will not be able to carry out the necessary audit and processing operations, and be unable to process your application, and you may lose your rights and/or interests accordingly.
3. In the event that NUTN needs to use your personal information other than the purpose of the collection on this notice. Unless superseded by other laws, NUTN will obtain your written consent in accordance with regulations.

二、個人資料蒐集方式、類別

- (一)透過當事人提供電子檔案或紙本取得個資, 請於申請時提供您本人正確資料, 如有任何異動, 請主動向本校申請更正, 使其保持最新及完整的個人資料。
- (二)本校因執行業務所蒐集個人資料包括姓名、出生年月日、身份證字號、電話、地址、E-mail、服務單位、銀行帳戶等。
- (三)若您提供錯誤、不實、過時或不完整或具誤導性的資料, 您將損失相關權益。

II. Methods and types of Personal Information Collection:

1. Personal information will be obtained through the electronic records or hard copy provided

by a client, please provide your correct, up-to-date, and complete personal information in the application. To ensure the correctness, accuracy, and completeness of your personal Information, please report to NUTN any changes in your personal Information.

2. Your personal information that NUTN collects during the course of business may include your name, date of birth, ID/ARC card number, telephone/mobile number, address, e-mail, service units, bank account and others.

3. Your rights and/or interests may be jeopardized if you provide NUTN with false, untrue, outdated, partial, or misleading personal Information.

三、個人資料處理利用之期間、對象及方式

(一)本校利用您的個人資料期間為即日起50年內，利用地區為台灣地區。

(二)除本校教學行政相關業務人員，尚包括本校於完成上開蒐集目的之相關合作單位及主管機關，包含教育部或其他機構。

(三)本校將以自動化機器或其他非自動化(含寄送書面、電子郵件、簡訊、電話及其他必要方式)之利用方式，依誠實及信用方法利用。

(四)本校校務行政資訊系統網站使用Cookies作為與使用者溝通與辨識的工具，目的在於提供操作使用上更好的服務，必要時也會記錄使用者登入時的連線IP位址。

III. Duration, Subjects, and Methods of Personal Information Processing and Utilization

1. The duration needed for the use of personal information at NUTN is within 50 years from now, and the utilization area is Taiwan.

2. Besides teaching and administrative related faculty and staff, for the completion of the collection purpose, related cooperation units and competent authorities as well as administration of Education or other institution are also included

3. The use of personal information may be made via automated machines or other non-automated ways (including print, email, text messages, telephone/mobile phone, or other appropriate manners.), taking advantage of honesty and credit methods.

4. The school administrative information system website of our school uses cookies as a tool for communication and identification with users. The purpose is to provide better services for operation and use. If necessary, it will also record the connection IP address of the user when logging in.

四、依「個人資料保護法」，您就個人資料得行使以下權利：

(一)請求查詢、請求閱覽或請求製給複製本，惟本校依法得酌收必要成本費用。

(二)請求補充或更正，惟依法您應為適當之釋明。

(三)請求停止蒐集、處理或利用及請求刪除。

除法令另有規定或主管機關另有要求外，個資當事人如提出停止蒐集、處理、利用或請求刪除個人資料之請求，經評估會妨礙本校執行職務或業務所必須者，或導致本校違背法令或主管機關之要求時，本校得拒絕之，並繼續蒐集、處理、利用或保留個人資料。若因您行使上述權利，而導致權益受損時，本校將不負相關賠償責任。如欲行使權利，個資保護聯絡窗口信箱為：pimsoaa@mail.nutn.edu.tw。

IV. According to the Law, you are entitled to exercise the following rights in relation to your

personal information:

1. You may have an inquiry, request for reading or request for copying from this school. However, the school may charge a fee as required by law.
2. You may ask us for supplements or corrections, but you should interpret it as appropriate according to the law.
3. You may request the school to stop collecting, processing, or using and requesting deletion.

Unless otherwise provided by laws or regulations or otherwise required by the competent authority, If a personal data party requests to stop collecting, processing, using, or requesting deletion of personal data, it is assessed that it will hinder the school's performance of duties or business, or cause the school to violate laws or regulations or the requirements of the competent authority.

NUTN may refuse your request(s) in order to perform its duties or conduct its business, and continue collecting, processing, or using and retaining personal data. If you exercise the aforementioned rights, NUTN will not compensate any loss or damage you may sustain from the exercise of such rights.

If you would like to exercise the aforementioned rights, please refer to NUTN's Privacy Policy window. See pimsoaa@mail.nutn.edu.tw

五、本校如因天災、事變或其他不可抗力所致者，致您的個人資料被竊取、洩漏、竄改、或遭其他侵害者，本校將於查明後，依據「個人資料保護法施行細則」相關之規定以適當方式通知您。

V. Your personal information is protected and regulated by the "Privacy Policy statement" of NUTN. If NUTN violates the provisions of the "Personal Information Protection Act" due to natural disasters, incidents or other force majeure may be stolen, leaked, tampered with, or otherwise infringed. If this is identified, NUTN will notify you in a proper way in accordance with the relevant provisions of the "Personal Information Protection Act Implementation Rules."

- 我已詳細閱讀並同意
- I have read and agree to the Terms

當事人簽名 (請親簽) _____ 中華民國__年__月__日
Applicant's Signature: _____ Date: y m d