

## Ensuring your privacy (Privacy statement)

### **Referring to our Privacy Policy**

The protection of your personal information when collected and use by us outlined in our [Privacy Policy](#).

### **What information do we collect about you?**

We collect information from you when you;

- Send us an email
- Send us a message using our support section
- Apply to study
- Use our website (collected using cookies)
- Subscribe to an email newsletter
- Register or attend an event
- Use an online form
- Provide it in written form directly
- Pay us

### **How will we use the information about you?**

We use your personal information to enable us to:

1. Manage our business and the provision of academic study to you,
2. Comply with the requirements of the Education Act 1989 and other legislation (this includes legislation governing the maintenance of official records and for accountability for public funding) relating to maintenance of records,
3. Supply information to government agencies and other organisations,
4. Personalise your experience,
5. Provide customer service,
6. Communicate with you.

### **Who will we share your information with?**

To comply with the requirements of the Education Act 1989 and other legislation (this includes legislation governing the maintenance of official records and for accountability for public funding) relating to maintenance of records, NMIT supplies data collected on this form to government agencies, including;

- Ministry of Education,
- New Zealand Qualifications Authority,
- Tertiary Education Commission,
- Ministry of Social Development (in relation to student loans and allowances) and Inland Revenue (student loans),
- Immigration New Zealand and the Ministry of Business, Innovation and Employment (for those who are not New Zealand citizens or permanent residents)

- Agencies who support particular students through scholarships, payment of fees or other awards (if you are a recipient of one of these awards),

These agencies use the data to;

- Administer the tertiary education system, including allocating funding
- Develop policy advice for government
- Conduct statistical analysis and research.

Your personal details (name, date of birth and residency) as entered on this form will be included in the National Student Index and may be used in an authorised information matching programme with the New Zealand Birth Register. The government agencies above may supply data collected on this form to Statistics New Zealand for the purposes of integrating data with data collected by other government agencies, subject to the provisions of the Statistics Act 1975. Integrated data is used for the production of official statistics, to inform policy advice to government and for research purposes. In handling data supplied by you on this form, the government agencies are required to comply with the provisions of the Privacy Act 1993. When required by law, NMIT releases information to government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC). Information collected on this form may be supplied to other educational organisations for the purpose of verifying academic records.

### **How do we protect your information?**

We implement a variety of security measures to maintain the safety of your personal information when you enter, submit, or access your personal information.

We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. This does not include trusted third parties who assist us in operating our website, conducting our business, or servicing you, so long as those parties agree to keep this information confidential. We may also release your information when we believe release is appropriate to comply with the law, enforce our site policies, or protect ours or others rights, property, or safety. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

Note: If at any time you would like to unsubscribe click on the link the email, or reply and ask to be removed from our mailing list.

### **Do we use cookies?**

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. For further information visit [www.aboutcookies.org](http://www.aboutcookies.org) or [www.allaboutcookies.org](http://www.allaboutcookies.org).

You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However in a few cases some of our website features

may not function as a result.

### **Other websites**

Our website contains links to other websites. This privacy statement only applies to this website so when you link to other websites you should read their own privacy policies.

### **Changes to our Privacy Statement**

We keep our privacy policy under regular review and was last updated 22 January 2018.

This privacy statement was last updated on 18 May 2018.

### **NMIT's Privacy Officer**

NMIT Chief Executive Officer Liam Sloan is our Privacy Officer.

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