CONSENT FORM

Privacy Policy

Personal information will be handled in accordance with the *Act on the Protection of Personal Information* and the rules and regulations regarding the protection of personal information held by The University of Tokyo.

The University of Tokyo (hereinafter referred to as "UTokyo") hereby requests your consent in order to obtain and process the following personal data about you.

In accordance with applicable laws and regulations, UTokyo strives to protect personal information based on the policy below.

i.   Purpose of processing

The personal data provided at the time of application, or during your study at UTokyo, will be used by UTokyo for the following purposes.

1. Management of student registration, health management, scholarship management;
2. Registration for courses, management of student academic results;
3. Issuance of student identification cards and various certificates;
4. Management of account information if applies;
5. Management of information regarding scholarships exemption and any other financial supports;
6. Assistance in student life and extra curricular activities;
7. Management of use of facilities and equipment within UTokyo;
8. Management of records of library access and use;
9. Sending of the academic transcripts and records regarding the student's academic information（such as course selection）to partner universities based on academic exchange agreements or other agreements;
10. Provision of necessary information to the undergraduate or the graduate schools to which the student belongs.

ii.   Personal data to be collected and used

UTokyo will collect and use the following personal data about you for the abovementioned purposes:

1. Name
2. Email address
3. Gender
4. Age

5. Date of Birth

6. Nationality

7. Contact details during the term

8. Permanent contact details

9. Emergency contact details

10. Information about home institution

11. Academic program of study

12. Academic progress and assessment marks

13. Information about your coordinator

14. Details of academic background

15. Financial details including those of supporter's information

16. Information about Scholarships

17. Medical History details

18. Chronic Disease details

19. Allergy details

20. ID Photo and Passport details

21. Information about your Supervisor

22. Referee(s) details

23. Personal assessment from referees

iii. Data transfer

UTokyo may provide your personal information to public entities (such as the police or courts) if legally required to do so or to medical institutions in case of an emergency.

iv. Retention Period of your Personal Data

In principle, we will retain your personal data for five years. However, specific retention periods are decided based on the operational needs to fulfill the aforementioned purposes.

v. Your right to withdraw your consent

You have the right to withdraw your consent at any time by submitting withdrawal of consent form.

1. Access to personal data: You have the right to be provided full information about your personal data that UTokyo holds.

2. Data correction: You have the right to require UTokyo to correct any incorrect information it holds about you.

3. Data deletion: You may also have the right to ask UTokyo to delete your personal data, when

certain conditions apply.

4. Restriction on processing of personal data: You may have the right to ask UTokyo to restrict the use of your personal data, when certain conditions apply.

5. Objection to processing of personal data: You may have the right to object to the use of your personal data by UTokyo, when certain conditions apply.

vi.   Data subject's right:

To exercise your rights, or if you require further information about how your personal data is used by UTokyo, then contact:

> International Exchange Group
>
> The University of Tokyo
>
> intex-ut.adm@gs.mail.u-tokyo.ac.jp

vii.   Consent declaration

I hereby consent to the processing of the abovementioned personal data of mine for the abovementioned purposes.

By: _____

Signature

Print Name: _____

Date: _____