

## Privacy Policy and Information You need to know

ANIMT collects information from students following Data Provision Requirements 2012. ANIMT also needs to comply with its regulator, Australian National Institute of Management and Technology's requirements. For details <https://www.asqa.gov.au/vet-registration/meet-data-provision-requirements>

Under the Data Provision Requirements 2012, ANIMT is required to collect personal information about you (the student) and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by ANIMT for statistical, regulatory and research purposes. ANIMT may disclose your personal information for these purposes to third parties, including:

- School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employer – if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- NCVER;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- facilitating statistics and research relating to education, including surveys;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)) You need to be aware that the

information you have provided is true and correct, to the best of your knowledge and that it is your responsibility to update ANIMT if this information changes during your enrolment.

You should be aware of the consequences that may arise from providing false, misleading or incomplete information, including the cancellation of my enrolment or the withdrawal of any offer made by ANIMT.

You should understand that ANIMT is required to submit data sourced from the Enrolment Form to the national VET administrative collection as a regulatory reporting requirement. The information contained on your Enrolment Form may be used by the following third parties for administrative, regulatory and/or research purposes:

- Government departments and authorised agencies
- Researchers.

You should ensure that you have read the terms and conditions given in all sections of Enrolment Form and Offer Letter and understood their consequences. You must ensure that the information you have provided to the best of your knowledge is true and correct. You consent to the collection, use and disclosure of your personal information in accordance with the Privacy policy above.