



STUDENT DATA PRIVACY NOTICE AND CONSENT FORM

Dear Student,

In compliance with Republic Act No. 10173, otherwise known as the "Data Privacy Act of 2012", as well as its Implementing Rules and Regulations, we hereby write to seek your consent on the general use and distribution of information and data obtained from you in the course of your application and/or enrollment with Treston International College, Inc. ("Treston"). These information and data, which may include your personal and/or sensitive personal information, may be collected, processed, stored, updated, or disclosed by Treston (a) for legitimate purposes; (b) to process school transactions which you may request, authorize, or allow to be undertaken; (c) for reporting purposes in compliances with Treston's internal guidelines and policies, and/or with government authorities such as CHED as authorized by law.

Your consent shall allow Treston to collect, process, use, store, record, share, update, modify, monitor, or disclose, whether manually or in electronic form, any and all of your data and information pertaining to your application for admission, enrolment, registration, examinations, and other pertinent school records and documents, to its officials and employees, to governmental authorities, and to third parties, as may be necessary in the course of your stay as a student of Treston.

The data and information collected by Treston may be stored, processed or shared for an indefinite period of time for certain data and information such as Diploma and Transcript of Records. All other information and data shall be retained for a period of five (5) years, or until such time the allowable limit for the retention thereof has expired under all applicable laws and rules and regulations, whichever comes first. Data and information shall be disposed of in a secure manner. The School shall ensure the confidentiality of the data and information gathered and shall exert all reasonable efforts to prevent its unauthorized disclosure, use and dissemination.

The School reserves its right to make changes to these policies as the need arises. Any amendment, change or modification to the foregoing policies shall be communicated to you before its effectivity.

By ticking the checkbox in the profile verification form, you hereby agree and consent to the foregoing policies and you hereby hold free and harmless and indemnify Treston, its stockholders, directors, officers and employees from any and all types of complaints, suits, or damages in relation to your consent.

Should you have any questions or require clarification, you may contact us at 8459-7400 local no. 7411 or 7412 or email us at admissions@treston.edu.ph