



**Tshwane University
of Technology**

We empower people

CONSENT TO PROCESSING OF PERSONAL INFORMATION

The Tshwane University of Technology (TUT) is committed to safeguarding the applicant's personal information in line with the requirements of the Protection of Personal Information Act No. 4 of 2013 (POPIA).

In terms of Section 18 of the POPIA, TUT has the responsibility to ensure that you are aware of the following:

1. TUT shall collect, maintain and use personal information relating to you to allow us to process your application for study, register you as a student, to administer your course and provide facilities during your time as a student. We will also use your personal information to conduct other students' related activities such as students' surveys, SRC elections, and keep in touch with you after you have graduated for alumni related activities.
2. The type of information that TUT will collect and process will include but not limited to, your name(s) and surname, identity number, physical address, cell phone number, email address, race, gender, biometric information, nationality, age, disability, language, matriculation exam results, national benchmark test scores, university marks (if applicable) and any other information as may be required for your teaching and learning and related activities.
3. TUT shall collect the information directly from yourself, the Department of Education, and other University records (where applicable).
4. We shall share this information within the University in order to deliver a high standard of service to you, so it is important that you regularly check and ensure that we have your up to date information in the Student System. We are occasionally required to share your information with external agencies who have need for it, such as the Department of Higher Education and Training. We may also ask other agencies/universities for the information they have about you, in order to verify the personal details that you provide.
5. The University may also, if necessary, transfer and/or disclose your personal information to other third parties (these include funders/sponsors) to carry out their functions in accordance with the purpose for which the information was required.
6. Such disclosure/transfer shall always be subject to a written agreement concluded between the University and the third parties ("the recipient") obligating the recipient to comply with strict confidentiality and all the information security conditions and provisions as contained in the POPIA.



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7. You have the right to access and rectify /update your personal information held by TUT via our data-processing sections. You also have the right to direct any complaint regarding the processing of your personal information to the TUT Compliance Department or Information Regulator.
8. TUT shall not process your personal information for any other purpose than the disclosed or related purpose without your permission, unless it is permitted or required to do so by law.
9. Failure to consent to the processing of your personal information may compromise your admission.

I, the undersigned applicant (duly assisted by a competent person where I am under the age of 18), hereby agree to the processing of my personal information by the Tshwane University of Technology (TUT) (the responsible party) with its registered address at StaatSartillerie Road, Pretoria West, 0183.

Further to the above consent, I understand that my personal information is also protected in terms of Section 50 and 51 of the Electronic Communications and Transactions Act No. 25 of 2002 (ECT Act).

