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**The
Women's
College**
ready to lead

THE WOMEN'S COLLEGE WITHIN THE UNIVERSITY OF QUEENSLAND ABN 78 486 149 340

COLLECTION STATEMENT (INCLUDING CREDIT INFORMATION)

The Women's College (**the College**) is committed to protecting the privacy of your personal information. You can access our full privacy policy on our website - <https://www.womens.uq.edu.au/terms/>

The College is a not for profit organisation that provides accommodation, food and associated amenities to female students of the University of Queensland or another Brisbane tertiary institution. The College ensures all facilities are in place to provide residential accommodation together with a strong pastoral and academic supporting program to students' academic pursuits.

Our primary purpose for collecting your personal information will differ depending upon the interaction we have with you. We will generally collect information from you to provide you with our services.

In the case of prospective employees, volunteers and prospective contractors, our primary purpose for collecting information is to assess suitability for employment or engagement.

We may also use or disclose your personal information for another purpose such as for credit purposes, to keep records of transactions to assist in future enquiries and enhance our relationship with you. Our usual process of collecting your personal information for credit purposes is to collect it directly from you and we may use the personal information for payment purposes.

Our usual process of collecting personal information is to collect the personal information directly from you. We may also collect personal information from other sources, such as from subcontractors and agents, trade referees, and from former employers. In the case of students, we will only collect the personal information from other sources if it is necessary to provide you with services.

If you do not provide us with your personal information, we may not be able to complete your order, or provide you with our services.

We do not usually disclose your personal information to other entities, unless it is necessary to provide you with our services or you have requested or authorised us to disclose the information to another entity. For example, we may disclose your personal information to any third party contractors we engage to assist us in providing services to you.

We do not generally disclose your personal information to overseas recipients apart from storing any information containing in emails which are filtered using a provider with data centres located in various overseas locations but predominately the United States of America. By signing these terms and conditions you consent to your disclosure of your personal information to our cloud provider, as a recipient that may store information outside of Australia, and acknowledge that if the cloud provider contravenes the *Australian Privacy Principles* it would not be accountable under the *Privacy Act* and you will not be able to seek redress under the *Privacy Act*.

We do not provide your information to credit agencies. Our detailed privacy policy includes further information on how you can access and seek correction of your personal information and how you can complain about a breach of your privacy. The policy also contains information about how we will deal with a complaint. If you have any concerns about the privacy of your personal information, please contact our Privacy Officer by email at advancement@womens.uq.edu.au.