

To the international students of Nagoya University;

Student Exchange Division  
Education & International Affairs Department

### IMPORTANT ANNOUNCEMENT

As explained in the attached document, "The Management of Nagoya University Students' Personal Information", the personal information of Nagoya University students is handled with utmost discretion. However, please be aware that your personal information may be divulged to a third party in the following situations:

1. If you are receiving support from the Nagoya University International Student Support Association:

The Nagoya University International Student Support Association is an organization run by Nagoya University faculty and school personnel, designed to help international students by providing student loans and other services. In order to efficiently provide services to applicants, personal information (such as name, academic affiliation, address, contact information, period of temporary return to home country, leave of absence, graduation or any change in status) may be provided to the Nagoya University International Student Support Organization in cases such as a change in address or contact information.

Nagoya University is taking measures to ensure that the International Student Support Association is handling all personal information correctly.

2. According to Article 19-17 of the Immigration Control and Refugee Recognition Act, Nagoya University will provide the following information to the Ministry of Education, Culture, Sports, Science and Technology (MEXT) and the Immigration Services Agency of Japan when you enroll, graduate, etc.:

- ① Grounds for and date of enrollment / graduation / withdrawal / expulsion / unknown whereabouts, etc.
- ② Name, nationality, gender, date of birth, address, residence card number

Please read these exceptions carefully, and submit a signed copy of the attached certificate of consent to the office of your school of affiliation.

## The Management of Nagoya University Students' Personal Information

The recent implementation of the "Act on the Protection of Personal Information Held by Independent Administrative Agencies, etc." has raised awareness of the seriousness of privacy, and has resulted in the enactment of the Tokai National Higher Education and Research System Personal Information Protection Policy. All personal information submitted by students during the application process and period of study in Nagoya University is being used correctly and great care is being taken to prevent any leakage of information.

Any information submitted is used only for programs within the University, but we ask that you carefully read the following notes on the management of personal information.

If you would like to know more about your rights under the Act on the Protection of Personal Information, please visit the following website: <https://www.thers.ac.jp/disclosure/protection/index.html> (Japanese only)

If you have submitted incorrect information, be sure to correct it at the Student Affairs Planning Division and International Affairs Department.

### Notes on the Management of Personal Information

#### 1. Display of name and student ID number on bulletins

In order to run educational activities within the University smoothly, it may be necessary to display names, student ID numbers or other information as a means to contact a student. Any announcement will be considered thoroughly, observing the best interests of the student.

#### 2. Payment of tuition

Students are required to have a bank account from which tuition fees will be withdrawn. They are going to register their bank account for paying the fee through a website designated by Nagoya University.

Nagoya University is taking measures to ensure that the agency which provides the services on consignment is handling all personal information correctly.

#### 3. Personal Accident Insurance for Students Pursuing Education and Research, and other forms of insurance

Personal Accident Insurance for Students Pursuing Education and Research ("Gakkensai"), Liability Insurance coupled with "Gakkensai", Comprehensive Insurance for Students Lives coupled with "Gakkensai" and other insurance plans are contracts of coinsurance entered into between JEES and the following insurance companies: the Tokyo Marine and Nichido Fire Insurance Co., Ltd. acting for and on behalf of the other insurance companies (Aioi Nissei Dowa Insurance, Sompo Japan Nippon Koa, Tokio Marine & Nichido Fire Insurance, Mitsui Sumitomo Insurance).

Nagoya University is taking measures to ensure that JEES and the aforementioned insurance companies are handling all personal information correctly.

#### 4. The Nagoya University Kouyuu Association (except international students)

The Kouyuu Association is an organization run by the legal guardians of students that provides assistance for club activities, student welfare, equipment maintenance, employment placement, and other services for students. Nagoya University may provide information such as name, school of affiliation, course of study, entrance exam ID number, name of legal guardian, address, phone number or other information to the association in order to better provide services to students.

Nagoya University is taking measures to ensure that the Nagoya University Kouyuu Association is handling all personal information correctly.

#### 5. The Nagoya University Alumni Association (NUAL)

NUAL, made up of graduates, students, faculty and school personnel, handles all transmission of information and personal exchanges, and works with the University to integrate it into society. In order to provide guidance for various events, NUAL may release information such as name, date of birth, school of affiliation, course of study, year of entrance and date of graduation.

Nagoya University is taking measures to ensure that NUAL is handling all personal information correctly.

#### 6. The Nagoya University Co-op

The Co-op is working for the cultural and financial advancement of students, faculty and school personnel. The Co-op runs two programs: one for providing necessary commodities for everyday life, the second for providing fringe benefits. Although personal information is given directly to the Co-op upon application, Nagoya University may provide the Co-op with information such as name, school of affiliation, course of study, entrance exam ID number, name of legal guardian, address and phone number, in order to ensure a smooth student life after enrollment.

Nagoya University is taking measures to ensure that the Nagoya University Co-op is handling all personal information correctly.

#### 7. Others

Other third Parties entrusted by Nagoya University may manage students' personal information in line with the activities of the University.

Nagoya University is taking measures to ensure that they are handling all personal information correctly.