

 <b>ZETECH UNIVERSITY</b> Inventing the future	<b>REGISTRAR ACADEMIC AFFAIR</b>	
	<b>NEW STUDENT DATA PROTECTION CONSENT</b>	<b>Reference</b> <b>F-7-22</b>
	<b>Issue/Rev</b> <b>1/2</b>	

### 1.0 Introduction

At Zetech University, we are committed to ensuring the privacy and security of your personal information. As part of our Data protection practices, we require your consent to collect, use, and store your personal data for various academic and administrative purposes. This consent form outlines the information we collect, how it will be used, and your rights regarding your data.

Please read this form carefully before providing your consent. If you have any questions or concerns, please contact our Data Protection Officer at [dpo@zetech.ac.ke](mailto:dpo@zetech.ac.ke).

### 2.0 Personal Information Collection and Use

As a New Student, we may collect the following types of personal information:

First name	Other names	Surname	Phone number	Phone number alternative	Email address	Nationality
County	Gender	Date of birth	Identity type	Identity number	Guardian name	Guardian phone number
Guardian phone alternative	Guardian email address	Disability status	Medical condition	Referrer name	Referrer contact	KCSE mean grade
KCSE index number	KCSE results	Identification documents	Academic certificates	Passport photo	Religious beliefs	

### 3.0 Purposes of Data Collection and Use

We will use your data for the following purposes:

- Academic Administration (registration, enrollment, grades)
- Communication (newsletters, announcements)
- Campus Services (library access, student activities)
- Safety and Security
- Research and Reporting (anonymized data for statistical purposes)

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Page 1 of 2

#### 4.0 Data Protection Rights

You have the right to:

- Access your data and know how it is being used.
- Correct inaccurate or incomplete data.
- Withdraw your consent at any time, though this may affect your access to certain services.
- Complain with the relevant Data Protection Authority.

#### 5.0 Data Retention:

Your data will be retained for as long as necessary to fulfill the purposes mentioned above or as required by law. After this period, your data will be securely deleted.

#### 6.0 Third-Party Disclosure:

We may share your data with third parties, such as Service Providers or Government Authorities, only as necessary for the purposes mentioned in this form.

#### 7.0 Consent:

By signing below, I confirm that I have read and understood the information provided in this consent form.

I voluntarily consent to the collection, use, and storage of my personal data as outlined above.

**Student Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Parent/Guardian Consent (if applicable):

If you are under the age of 18, please provide your Parent/Guardian's signature below to confirm their consent.

**Parent/Guardian:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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Page 2 of 2