**國立成功大學個人資料蒐集同意書**

國立成功大學（以下簡稱本校）為蒐集、處理、利用個人資料，依個人資料保護法之規定，以本聲明及同意書向您行書面告知並徵求您同意。
**當您於頁末簽名處簽署本同意書時，表示您已閱讀、瞭解並同意接受本同意書之所有內容。**

1. **基本資料之蒐集、更新及保管**

(一)本校係依據中華民國「個人資料保護法」與相關法令之規範，蒐集、處理及利用您的個人資料。

(二)請提供您本人正確、最新及完整的個人資料。

(三)本校因執行業務所蒐集您的個人資料包括姓名、身分證字號/統一編號及各種聯絡方式等相關資料。

(四)若您的個人資料有任何異動，請主動向本校申請更正，使其保持正確、最新及完整。

(五)若您提供錯誤、不實、過時或不完整或具誤導性的資料，您將可能損失相關權益。

(六)您可依中華民國「個人資料保護法」，就您的個人資料行使以下權利：

1.查詢或請求閱覽。

2.請求製給複製本。

3.請求補充或更正。

4.請求停止蒐集、處理或利用。

5.請求刪除。

但本校各單位因執行職務或業務所必需者，本校得拒絕您上述之請求。且因您行使上述權利，而導致權益受損時，本校將不負相關賠償責任。

1. **蒐集個人資料之目的**

(一)本校為執行捐贈及勸募業務需蒐集您的個人資料。

(二)當您的個人資料使用方式與本校蒐集的目的不同時，我們會在使用前先徵求您的書面同意，您可以拒絕向本校提供個人資料，但您可能因此喪失您的權益。

(三)本校利用您的個人資料期間為即日起永久保存，利用地區為臺灣地區，利用對象為本校各相關單位捐贈業務承辦人員(含財務處、總務處、主計室、校友中心及系所)。

**三、基本資料之保密**

本校如違反「個人資料保護法」規定或因天災、事變或其他不可抗力所致者，致您的個人資料被竊取、洩漏、竄改、遭其他侵害者，本校將於查明後以電話、信函、電子郵件或網站公告等方法，擇適當方式通知您。

**四、同意書之效力**

(一)當您簽署本同意書時，即表示您已閱讀、瞭解並同意本同意書之所有內容。

(二)本校保留隨時修改本同意書規範之權力，本校將於修改規範時，於本校網頁(站)公告修改之事實，不另作個別通知。如果您不同意修改的內容，請依上述第一條第六款向本校主張停止蒐集、處理及利用個人資料。否則將視為您已同意並接受本同意書該等增訂或修改內容之拘束。

**五、準據法與管轄法院**

本同意書之解釋與適用，以及本同意書有關之爭議，均應依照中華民國法律予以處理，並以臺灣臺南地方法院為第一審管轄法院。

簽署人(簽名):

中華民國 年 月 日

**National Cheng Kung University Personal Data Collection Agreement**

According to the Personal Data Protection Act, National Cheng Kung University (hereinafter “the University”) issues this personal data protection and collection agreement to notify you of your responsibilities and rights as well as solicit your consent to the collection, processing, and use of your personal data by the University.

**Your signature below indicates that you have read, understood, and accepted the contents set forth in this agreement.**

**I. Basic Data Collection, Renewal, and Management**

(I) The University will collect, process, and use your personal data in accordance with the Personal Data Protection Act and relevant laws and rules enacted in Taiwan (Republic of China).

(II) Please provide your latest, accurate, and complete personal data.

(III) Your personal data, collected by the University to facilitate its administration, include your name, ID/uniform invoice number, various contact methods, and bank account details.

(IV) Please inform the University of any changes to your personal data to maintain the latest information.

(V) You may lose certain rights or benefits if you provide incorrect, untrue, outdated, or incomplete information.

(VI) According to the Personal Data Protection Act, you are entitled to make requests for the following purposes:

1. To check or review the collected data.

2. To receive a photocopy of the collected data.

3. To supplement or revise the collected data.

4. To cease the collection, processing, or use of the collected data.

5. To delete the collected data.

However, the University may reject your requests to meet the administrative or operating needs of personnel in relevant units. Moreover, should you suffer any losses due to such requests, the University shall not be held responsible for any compensation.

**II. Purpose of Personal Data Collection**

(I) The University collects your personal data to meet its needs related to the execution of donation and fundraising business.

(II) The University will solicit your consent in written form in advance before using your personal data to serve a purpose other than those specified in this document. Although you may refuse to provide your personal data to the University, you may lose certain rights or benefits as a consequence.

(III) The duration that the University can use your personal data is from this day onward indefinitely. The region in which the data can be used is Taiwan. People who may use your data are those who manage donations at the University (including those in the Office of Finance; Office of General Affairs; Accounting Office; Alumni Association Center; and departments.)

**III. Basic Information Security**

Should your personal information be stolen, disclosed, altered, or infringed upon because of violation of the Personal Data Protection Act by the University, the occurrence of any natural disasters, incidental changes, or other unavoidable circumstances, the University shall inspect the cause and inform you by phone, mail, e-mail or website notification.

**IV. Validity of Agreement**

(I)Your signature on this agreement indicates that you have read, understood, and accepted its contents.

(II) The University is entitled to amend the contents of this agreement, and any amendments will be publicized on the University website. Should you disagree with any amendment, please exercise your right to request that the University discontinue collecting, processing, or using your personal data according to Item VI of Article I. Otherwise, you are considered to have agreed to the amendment.

**V. Governing Law and Jurisdiction**

The interpretation and applicability of this agreement shall be governed by the law of the Republic of China. Any disputes arising from or relating to this agreement shall be submitted to Tainan District Court as the court of first instance’s jurisdiction.

Signature

Date (YYYY/MM/DD)