



SIENA COLLEGE ALUMNAE COLLECTION NOTICE

Alumnae Information Collection

1. The Siena College Alumnae Office may collect personal information about you from time to time. The primary purpose of collecting this information is to enable us to inform you about our activities and the activities of Siena College and to keep alumnae members informed about other members.
2. We must have the information referred to above to enable us to continue your membership of the Alumnae Association.
3. As you know, from time to time we engage in fundraising activities. The information received from you may be used to make an appeal to you. It may also be used by Siena College to assist in its fundraising activities. If you do not agree to this, please advise us now.
4. The Siena College Alumnae office may publish details about you in *The Spirit* magazine and on the College website www.siena.vic.edu.au. If you do not agree to this, you must advise us now.
5. The College's Privacy Policy contains details of how you may seek access to personal information collected about you or how you may complain about a breach of the Australian Privacy Principles (APPs) and how that complaint will be handled. The College's Privacy Policy can be found at www.siena.vic.edu.au. There may be occasions where access to private information may be denied in accordance with the Privacy Act.
6. The College may store personal information in the 'cloud', which may mean that it rests on servers which are situated outside Australia. The College has made all reasonable efforts to ensure that these countries meet the APPs.
7. If you provide personal information to us about other people we encourage you to inform them you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose this information to third parties.