



Privacy Notice of Data for Prospective Students

Mahidol University International College

Mahidol University International College (hereafter referred to as “MUIC”) places a high priority on protection of your personal data. To assure you that MUIC will protect and treat your personal data in compliance with the law on personal data protection, MUIC issued the privacy notice of data for prospective students for your acknowledgement and understanding of personal data collection, use and disclosure (hereafter collectively referred to as “processing”) and hereby informs you of your rights on personal data and our contact channels.

In case of any change of the privacy notice of data for prospective students, MUIC will inform you of the new privacy notice of data via your e-mail and other channels to which you have an access, such as website <https://muic.mahidol.ac.th/eng/privacy-notice->, etc.

1. Processed personal data

MUIC collects your personal data by requesting or asking these data directly from you through the channels and systems determined by us, for example the additional data request form, either the hard copy or electronic form, such as:

- 1) Identity data, such as name, surname
- 2) Contact data, such as telephone number, e-mail
- 3) Educational data, such as school or educational institution’s name, class
- 4) Preference data, such as curriculum you are interested in

2. Purposes of data collection

MUIC collects your personal data to serve different purposes in accordance with lawful bases, as follows;

Items	Purposes	Data types	Lawful bases
1	To notify the prospective students of news and information	Identity data, contact data, educational data and preference data	Contract

Items	Purposes	Data types	Lawful bases
2	For the legitimate interests of statistical and research analysis to improve the activity and curriculum quality and preparation procedure of MUIC. MUIC will anonymize the personal data to prevent identification of individuals.	Educational data and preference data	Legitimate interest
3	To publicize and deliver the information to the prospective students who previously provided the personal data. MUIC determines the methods which the prospective students can choose to subscribe or unsubscribe at all times.	Identity data, contact data, educational data and preference data	Consent

3. Personal data retention period

MUIC will retain your personal data for a period of 2 years. After the said period, MUIC needs to permanently keep some of your personal data for statistical and research analysis to improve the quality and procedure.

4. Personal data disclosure to other agencies or organizations

MUIC may disclose your personal data to other related agencies or organizations for the benefits of administration and data analysis to improve the quality and operational procedure of MUIC, for example a private company which provides the information system service via social media, etc.

5. Your rights as the data subject

As the data subject, you are entitled to the rights prescribed in the Personal Data Protection Act B.E. 2562 (2019). You may submit a request to exercise your rights through the channels stated in Item 8. Your rights can be detailed as follows;

5.1 Right to withdraw consent

In case MUIC received your consent, you are entitled to withdraw the consent for personal data processing which you previously gave to MUIC, except the consent withdrawal is limited by law or the contract beneficial to you. The consent withdrawal will not affect the personal data processing for which you already lawfully gave the consent.

5.2 Right to access

You are entitled to access to your personal data under MUIC's responsibility and request for its copy, including request to MUIC to disclose the acquisition of the said data for which you did not give the consent to MUIC.

5.3 Data portability right

You are entitled to request MUIC to transfer your personal data provided by you, to other agencies or organizations as prescribed by law.

5.4 Right to object

You are entitled to object to the data processing related to you, in case of collection, use or disclosure of personal data related to you as prescribed by law.

5.5 Erasure right

You are entitled to demand MUIC to erase your personal data as prescribed by law. However, MUIC may store your personal data in the electronic system, and some electronic systems may be unable to erase the data. In such case, we will destroy or anonymize the said data to prevent identification of your identity.

5.6 Right to restrict processing

You are entitled to demand MUIC to refrain from processing your data as prescribed by law, for example

- a. During our inspection following your request to correct your personal data to be accurate, complete and up-to-date.
- b. Your personal data was unlawfully collected, used or disclosed.
- c. When it is not necessary to store your personal data in accordance with the purposes informed by MUIC during the data collection, but you want MUIC to further store such data to support your exercise of rights.
- d. During the time we prove our legitimate interest regarding collection, use or disclosure of your personal data or check the necessity regarding collection, use or disclosure of your personal data for public benefits, as a result of your exercise of right to object the collection, use or disclosure of your personal data.

5.7 Rectification right

In case you deem that the data kept by MUIC is inaccurate or you changed your personal data, you are entitled to request MUIC to rectify your personal data to make the said personal data accurate, up-to-date, complete and not lead to any misunderstanding.

According to the prescribed law, MUIC may reject the above-mentioned rights of the personal data owner or his/her authorized representative, if not contradicting the law.

6. Personal data security

MUIC properly implements the security measures for your personal data, including the access right to prevent the data loss or unauthorized access, deletion, disposal, use, change, rectification or disclosure of personal data, in compliance with the information security policy of MUIC.

In addition, Mahidol University established and notified the personal data protection policy throughout the organization together with the best practices for security of personal data collection, use or disclosure and maintenance of personal data confidentiality, integrity and availability. In this regard, Mahidol University will review the said policy and this notice in proper time.

7. Change of this notice

MUIC may revise this privacy notice of data from time to time. Upon such revision, MUIC will notify you via website <https://muic.mahidol.ac.th/eng/privacy-notice/>, and / or via e-mail. If your consent is needed, MUIC will ask for your additional consent.

8. Contact channels

In case of any inquiry or question on additional details regarding protection of your personal data, collection, use or disclosure of your personal data, your exercise of rights or other inquiries, please contact us via the following channels;

Mahidol University International College

999 Phutthamonthon 4 Road, Salaya Sub-district, Phutthamonthon District,

Nakhon Pathom 73170

Telephone: 02-700-5000

Or you may coordinate with the data protection officer (DPO) of Mahidol University via e-mail: privacy@mahidol.ac.th