Why we collect your personal information
The University of Melbourne is collecting and processing your personal information so that we can profile our alumni cohort in greater detail. This helps to design a better alumni experience.

The “processing” of personal information refers to all activities relating to the management of your personal information, from its collection and use, through to its storage and disposal, and everything in between.

How we process your personal information
We will process your personal information as necessary for our legitimate interests in accordance with applicable privacy laws, and only under the following circumstances:

- for the purpose for which it was collected;
- for a related purpose which you might reasonably expect;
- where you have consented; or
- if we are required or permitted to do so by law.

We may share your personal information with contracted service providers or partners engaged by us to perform legitimate functions on our behalf, such as those outlined in this privacy collection notice.

We will collect your personal information directly from you wherever possible. You have been sent a unique survey link so that your survey responses can be analysed in our secure data management system in conjunction with information previously collected from you, such as your gender, age, citizenship, and course details. This helps us to better understand the diversity of the alumni experience. Access to your survey information in the data management system is strictly limited to authorised data analytics professionals within the Constituent Strategy & Insights team and Advancement divisions. Our approved third-party research provider, Nature, will receive deidentified demographic information from our student management system to analyse.

The University has appointed a third-party provider, Nature, to design, collect and analyse the Alumni Survey data. The survey will be administered anonymously, and outcomes reported at an aggregate level (n > 10 for any demographic group). This means that no responses will be able to be directly attributed to an individual as reporting against demographic groups smaller than 10 will not be made available. Your answers will not be held or recorded on your alumni record.

In some instances, your personal information may be transferred outside of Victoria or Australia (for example, where providers are located internationally or use a cloud-based system with servers based in international jurisdictions). We take all reasonable steps to ensure that the interstate or overseas transfer of personal information is in accordance with our privacy obligations as outlined in the University’s General Privacy Statement.
We will retain your personal information only for as long as required for the purpose it was collected and in accordance with our legislative obligations. After this period it will be securely destroyed in compliance with the University’s retention and disposal authority.

University’s General Privacy Statements
Refer to the University’s General Privacy Statement or other privacy statements for general information about how we process and protect personal information, including:

- our lawful basis for processing personal information;
- collection, use and disclosure of personal information;
- accuracy, security and storage of personal information;
- your individual rights; and
- applicable privacy laws.

Your rights
You may request access to, or correction of, your personal information we hold, or exercise your individual rights as applicable under relevant privacy laws, unless this would have an unreasonable impact on the privacy of others or would contravene the University’s other legislative obligations.

If the lawful collection of your personal information is based on your consent, you have the right to withdraw your consent at any time. However, this will not affect the lawfulness of our processing of your information prior to you withdrawing your consent.

Contact
For further information you can contact us at market-research@unimelb.edu.au.

For general information about how the University manages personal information, and for details of how to make an enquiry or lodge a complaint, please refer to the University’s Privacy webpage, view the University's Privacy Policy or contact privacy-officer@unimelb.edu.au.