

APPENDIX ON THE PROTECTION OF PERSONAL INFORMATION, Its Disclosure to Third Parties, and Its Use for Secondary Purposes

In accordance with the *Act respecting Access to documents held by public bodies and the Protection of personal information (CQLR, chapter A-2.1)*, I understand the personal information that I provide to the Université de Sherbrooke in filling out this application for admission, as well as any personal information that I or a third party may provide to the Université de Sherbrooke in connection with the processing of this application, is **confidential**. This personal information shall be used to process my application for admission. If I continue my studies at the Université de Sherbrooke, this personal information, as well as any subsequently entered on my student record, shall be used to manage my student record and to provide the various services related to my studies and student life at the Université de Sherbrooke. Only the qualified staff of the Université de Sherbrooke shall have access to this information. This personal information shall be kept for the time required to fulfil the purposes for which it was requested, in accordance with the archival preservation rules of the Université de Sherbrooke.

Some of the personal information collected during admission and entered on my student record (such as my e-mail addresses, telephone number, date of birth, mailing address, as well as the identification of my program, my graduation year, or my legal and/or student status), may, on a discretionary and **nonobligatory basis**, be communicated by the Université de Sherbrooke to the following persons and organizations upon request, for a period of up to fifteen (15) years following the completion of my studies:

- Université de Sherbrooke alumni associations and partner organizations, for the purpose of advantageous offers of service;
- Université de Sherbrooke Foundation, for the purpose of networking and philanthropic solicitation;
- National Survey of Student Engagement (NSSE), for the purpose of communicating statistics;
- MacClean's magazine, for the purpose of communicating statistics.
- Some of the personal information collected during admission and entered on my student record may also, on a discretionary and nonobligatory basis, be used by the Université de Sherbrooke's alumni relations service to organize reunion or networking events, for philanthropic solicitation purposes, to transmit general communications intended for students and graduates (alumni newsletter, faculty newsletters, etc.), and to offer discounts to students and graduates with various partners of the Université de Sherbrooke for a period of up to fifteen (15) years following the completion of the studies.

Some of the personal information collected during admission and entered on my student record may also, on a discretionary and nonobligatory basis, be used by the Université de Sherbrooke's Registrar's Office for the purpose of contacting me if I am a candidate who was not registered, for a period of up to five (5) years following my application for admission, and for purpose of offering additional educational programs to me, if I am a student who was registered, for a period of up to fifteen (15) years following the completion of my studies. As this is a discretionary and nonobligatory request for secondary purposes, I understand that the withdrawal of my consent to the communication of this personal information shall have no impact on the processing of my admission to the Université de Sherbrooke or on the course of my studies. Furthermore, I may at any time withdraw my consent by completing the withdrawal request form below.

Request form to withdraw consent to the communication of personal information

ONLY FILL OUT IF REFUSING TO CONSENT TO COMMUNICATION

Before filling out this request form, please carefully read this Appendix on the Protection of Personal Information, Its Disclosure to Third Parties, and Its Use for Secondary Purposes. If you refuse to consent to the disclosure of your personal information for the secondary purposes stated herein, you must fill out this request form and send it, to the Registrar's Office using the following webpage: www.usherbrooke.ca/admission-documents-requis

I refuse to consent to the communication of my personal information that is held by the Université de Sherbrooke to the persons and organizations identified who may request it and to its use for the secondary purposes stated herein.

Last name: _____ City: _____
 Date of birth: _____ Province: _____
 Address: _____ Country: _____
 Apartment No.: _____ Postal code: _____
 Signature: _____