

Addendum to Personal Information Collection Statement – EU

Lingnan University is committed to complying with the General Data Protection Regulation (“**GDPR**”). This addendum (“**Addendum**”) applies to the processing activities regulated by the GDPR, and may apply to you if you reside in or are located within the European Economic Area. In the event that this Addendum applies to you, it forms an integral part of Lingnan University’s Personal Information Collection Statement.

A. Data Controller

1. Lingnan University is the data controller of your personal data. You may contact the Chief Data Protection Officer at DPO@LN.edu.hk.

B. Collection of Personal Data and Purposes

2. The types of personal data which may be collected and/or processed by Lingnan University are stated in the Personal Information Collection Statement.
3. The purpose(s) of collecting and/or processing your personal data are stated in the Personal Information Collection Statement.
4. Unless indicated otherwise, all personal data requested in this Addendum is required for its purpose(s). Please refer to the possible consequences as stated in the Personal Information Collection Statement if such data is incomplete or inaccurate.

C. Legal Bases for Processing

5. The legal bases for processing your personal data is/are:
 - (a) consent – where you have given your consent to the processing of your personal data;
 - (b) contract – where processing is necessary for the entering or performance of a contract with you;
 - (c) compliance – where processing is necessary for compliance with legal obligations;
 - (d) vital interests – where processing is necessary in order to protect the vital interests of yourself or other individuals; and
 - (e) public interest – where processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in Lingnan University.

D. Personal Data Processing and Transfer

6. Your personal data will be kept confidential and handled by Lingnan University in accordance with the applicable laws and regulations. Lingnan University will take the necessary measures to safeguard the security of such personal data.
7. The transferees/ categories of transferee, as well as the possible location(s) of such transferees are stated in the Personal Information Collection Statement.
8. Without your express approval, or unless required/ permitted by law, the personal data collected herein will not be disclosed to third parties other than those specified in the Personal Information Collection Statement.

E. Retention of Personal Data

9. Subject to the applicable laws and regulations, Lingnan University generally only retains your personal data for no longer than necessary for fulfilling the purpose of processing stated in the Personal Information Collection Statement.

F. Sensitive Personal Data and Minors

10. You understand that Lingnan University may need to process your sensitive personal data. This includes personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation. Lingnan University will obtain your separate consent before the collection and/or processing of your sensitive personal data.
11. If you are under the age of 16, please consult your parent or guardian on the contents of the Personal Information Collection Statement and this Addendum, and obtain the written consent of your parent or guardian before providing your personal data.

G. Automated Decision Making

12. In the event that your personal data is used to conduct automated decision-making, Lingnan University will provide you with further information about the logic involved and the significance and envisaged consequences of such processing.

H. Your Rights

Rights of Data Access and Correction

13. For requests for access to personal data, please contact the Chief Data Protection Officer at DPO@LN.edu.hk. For requests to correct/ update personal data, please contact the responsible Department/ Office via the contact details as stated in the Personal Information Collection Statement.

Other Rights

14. Subject to the applicable laws, regulations and requirements, you may also exercise the following rights by contacting the Chief Data Protection Officer at DPO@LN.edu.hk:
 - (a) right to withdraw your consent to data processing;
 - (b) right to erasure of personal data;
 - (c) right to restrict processing;
 - (d) right to object to processing;
 - (e) right to data portability;
 - (f) rights in relation to automated decision making and profiling;
 - (g) such other rights exercisable under the applicable laws and regulations.
15. Notwithstanding the above and where permitted by the applicable laws, Lingnan University may reject any request made under this Part H that is unreasonable and filed repeatedly, which requires it to offer any technical means that it cannot reasonably offer, or which brings any risk to any legal right or interest of any other person, or which is not feasible.
16. You are also entitled to lodge a complaint with the relevant supervisory authority.

I. Amendments

17. Lingnan University reserves the right to interpret the terms as stated in this Addendum. This Addendum may from time to time be revised, or otherwise amended as Lingnan University deems necessary but Lingnan University will endeavor to give you notice in advance of any such revision or amendment where practicable.