Statement of Student Data Rights and Responsibilities

CSU uses a range of data about its students for a variety of reasons. For example, to enhance learning and teaching, to improve the efficiency of administration and/or to better manage the relationship, service and support between the University and our students.

This data can include information that you provide to the University (e.g. during enrolment), information we are authorised to collect from other organisations (e.g. government agencies) and data collected during your interaction with University systems (e.g. analytics from the University's learning and teaching systems).

CSU recognises that the kinds of data mentioned above represent students' personal information and, as such, have specific protections under law. To ensure these protections are adhered to across the University, CSU has two key documents which govern the collection, retention and use of students' personal information: the CSU Privacy Management Plan and the CSU Learning Analytics Code of Practice.

Emerging from these documents are a number of core student data rights and responsibilities.

As a student of CSU you can expect:
- Personal information to only be collected, retained and used where there is a genuine purpose related to the management and administration of students and/or enhancement of their learning
- To be informed about personal information that is collected about you
- To have the right to access personal information held by the University and also to seek correction of such information if it is inaccurate, misleading, out of date or not complete
- The University to protect the confidentiality and security of all personal information it holds
- The University to always act in accordance with its policies and procedures related to data collection, use and storage
- To have an avenue for lodging a complaint if you believe your rights to privacy or information security have not been respected

As a student of CSU you have a responsibility to:
- Provide accurate and complete information to the University
- Respect the privacy and personal rights of others
- Use University systems and technologies in a responsible and ethical manner
- Be familiar with University policies and statements and any changes which may be implemented from time to time

Lodging a complaint
You can make a privacy complaint to the University Ombudsman, also the University's Privacy Officer. Read more at: http://www.csu.edu.au/division/vcoffice/oca/university-ombudsman

You can make a complaint regarding an information security breach contact the Executive Officer, Division of Information Technology. Read more information at: http://www.csu.edu.au/division/dit/about/privacy-statement

Further student-related CSU Policies and Statements
Open access is provided through the CSU Policy Library: http://www.csu.edu.au/about/policy

CSU Learning Analytics Code of Practice
CSU Privacy Management Plan
DIT Privacy Statement
Policy for the Use of University Computing and Communication Facilities
Student Charter