個人資料收集聲明

A. 個人資料收集目的

- 學校所有申請表格內所收集的個人資料只會用於處理有關中一自行分配學位之申請。
- 所有表格將於學位分配結果公佈三個月後註銷。

B. 個人資料的提供

- 申請人有責任向校方提供準確及最新的資料，表格內的資料如有變更，申請人須盡早聯絡校方。
- 申請人須提供申請表所需的個人資料，如申請人未能提供，校方可能無法處理有關申請。

C. 個人資料轉移

- 除非有關人士已明確同意改變資料的用途，或該等用途得到法律准許，否則本校不會把已收集的個人資料轉移予第三方。唯若本校或會在處理申請時把收集的個人資料透露或轉移給相關的人士。

D. 個人資料的查閱及修正

- 如欲查詢你的個人資料，包括查閱及更改資料，應向下述負責人員提出：

學校行政主任

鄭敏儀小姐

電　　話： 2385 1491

傳　　真： 2782 5300

電郵地址： mail@tlgc.edu.hk

Personal Information Collection Statement

A. Purpose of Personal Information Collection

- All personal data collected in the application forms of the school will only be used for processing applications for S1 Discretionary Places.
- The application form will be destroyed 3 months after the release of allocation results.

B. Provision of Personal Information

- The applicant is responsible for providing correct and up-to-date information to the school. In case of any changes to the information in the application forms, the applicant must contact the school as soon as possible.
- It is mandatory for the applicant to provide personal data required in the application form. For the event that the applicant does not provide such personal data, the school may not be able to process the application.

C. Transferral of Personal Information

- The school will not transfer the personal data collected to any third party, unless the individual concerned has given express consent for a change of use of data or such use is permitted by law. However, the school may disclose or transfer the personal data collected to the related parties for processing the application.

D. Access to and Correction of Personal Information

- Enquiries concerning your personal data provided in your application, including making access and corrections, should be addressed to:

Ms. CHENG Man Yee
Executive Officer
Tel : 2385 1491
Fax : 2782 5300
Email : mail@tlgc.edu.hk