**Consent to the Collection, Use, and Provision of Personal Information to the Third Parties**

For the recruitment process, APCEIU collects, uses and may provide each applicant’s personal information to the third parties. Please read the information below carefully and make a decision whether or not you consent to the collection, use and provision of personal information to the third parties.

**□ Purpose of Collection/Use**

- Proceeding and managing APCEIU’s employment process, career, qualification and other information check (inquiry and verification), decision on employment, handling of complaint, resolution of dispute, fulfillment of legal obligation, etc.

**□ Items to Be Collected/Used**

|  |  |
| --- | --- |
| **Mandatory Information**  | Family Name, First Name, Middle Name, Date of Birth, Place and Country of Birth, Present Nationality, Gender, Permanent Address, Telephone Number, E-mail Address, Permanent Residence Status, Education |
| **Optional Information** | Maiden Name, Nationality at Birth, Employment Record, Qualification, Professional References-Full Name, Full Address, Business or Occupation |

**□ Retention/Use Period**

- Until the above purposes of collection and use are satisfied

**□ Provision of Personal Information to the Third Parties**

- Recipient: Company or institute requested for employment verification

- Purpose: Employment verification of a successful candidate

- Items: Name, Date of birth

- Period: Until the above purposes are satisfied

**□ Right to Refuse to Agree and Disadvantage upon any Refusal to Agree**

- **[Mandatory Information]** Since the consent to the collection/use of the mandatory information is essential for continuing the recruitment process and decision on the employment, the recruitment and related processes can be continued only when the applicant agrees to the above conditions.

- **[Optional Information]** Applicant may refuse to give consent to the collection/use of the optional information. However, if the applicant selected “Not consent” and then submitted the required information, it is considered that he/she agreed to the collection and use of the optional information.

- **[Provision of Personal Information to third parties]** Consent to provision of personal information to the third parties may be rejected. However, if the applicant does not agree, the recruitment may be restricted.

|  |  |
| --- | --- |
| **Consent to Collection** **and Use of Personal Information** | I consent to collection and use of my personal information as described above.**[Mandatory Information] : Consent ( ) / Not consent ( )****[Optional Information] : Consent ( ) / Not consent ( )** |
| **Consent to Provision of****Personal Information** **to the Third Parties** | I consent to provision of my personal information to third parties as described above.**Consent ( ) / Not consent ( )** |

|  |
| --- |
| **Date: . .**  |
| **Name: (Signature)** |