

Contact Us  
UTS Advancement Office  
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## Donor & Fundraising Privacy Statement

UTS Advancement respects the importance of privacy and the security of your personal information. In this policy, UTS and UTS Advancement may also be referred to as “we”, “us” or “our”.

This privacy policy:

- covers our engagement with you as a donor or a fundraiser (or potential donor / fundraiser).
- sets out how we will collect, hold, use and disclose your personal information and underpins our commitment to protecting your right to privacy.
- covers the information we collect directly from you and information we receive when you donate through an approved online fundraising campaign.

When donating through an online fundraising campaign your information will also be collected by GoFundraise. They will manage the information you provide them in accordance with their [privacy policy](#). If you are unable to donate via GoFundraise, or do not wish to use that platform, you are welcome to contact the university directly via the contact details on this page.

### Collecting your information

We engage with a wide range of individuals about opportunities to support UTS Causes and become a donor or a fundraiser. For example, our Alumni. When engaging with you as a donor or a fundraiser we will collect your information. The information we collect includes your contact details, the nature of your donation or fundraising campaign, and your preference for recognition or remaining anonymous. We may also receive from you other information that you have provided voluntarily. For example, the reasons you are donating or fundraising to support UTS.

### Purposes

We will use your information:

- to process and manage your donation(s).
- to recognise you as a donor of UTS where appropriate for us to do so
- to inform you of opportunities to further engage with and support UTS.
- if you are a fundraiser, to create and publish your individual fundraising page supporting a UTS Cause.
- to inform you about university news, courses, events.
- for benchmarking, analyses, quality assurance and planning purposes. This includes surveys.
- to develop and provide more tailored communications and customised services to you.
- to correspond with and maintain contact with you.
- if required, to review and investigate a complaint, disciplinary or misconduct matter. It may also be used where relevant for an audit or investigation, or an allegation of fraud or breach of law.

### **Disclosure of your information**

Information relating to you as a donor or a fundraiser may be disclosed in the following situations:

- Information may be disclosed as required to process your payment through your financial institution.
- Information may be provided to the Australian Taxation Office where requested to verify your donation.
- The fact you are a donor of UTS will be disclosed publicly to recognise you as a donor of UTS. We will not disclose this fact if you have requested to be an anonymous donor.

Your information will not be disclosed otherwise by us without your consent unless required or permitted by law.

### **Communication preferences**

Your support of UTS is very important to us. We would like to keep in contact with you about the causes you are interested in as well as other UTS causes. When you donate you will receive communications that are required to process your donation. You can also choose to remain on our communications list so that we can send you further updates on the cause you are interested in or donated to, our activities, other opportunities, news and events. You can choose to unsubscribe from those communications from the links provided at the bottom of any email we send you. You can also contact UTS Advancement through the contact below.

Where applicable, you can set your communication preferences for particular donations when donating through an online fundraising campaign through GoFundraise. However, if you are already a UTS donor, or have donated to more than one cause, you may still receive communications from us. If you want to be added to further communications, or withdraw your consent, send your request to the contact below.

### **Managing your information**

Your information may be accessed by service providers who are contracted by UTS to communicate with you on our behalf or to support our fundraising activities. This includes communications to you that may be processed through overseas locations.

We will keep your personal information as a record of communications with you and until it is no longer required for the above purposes. We may also be required to keep your information under a legal retention requirement for a longer period of time. For example, your consent or financial transaction records. Once no longer required, your information will be destroyed.

In some cases you can make a request to access, correct, restrict or object to how your information is processed, or request that your information be deleted. Any such requests will be considered on a case-by-case basis. Deletion requests will take into consideration any legal retention requirements that apply. To make a request, refer to the contact details below.

If you have a complaint relating to how your information is processed or being handled, refer your complaint to the contact below.

If you are a UTS Alumni, refer also to the [Alumni privacy notice](#).

### **Contacts**

You can refer any questions about this policy or make requests by emailing the UTS Advancement Team at [advancement@uts.edu.au](mailto:advancement@uts.edu.au) or by phone + 61 2 9514 9861.

For further information about privacy and the university's privacy contacts, see [privacy at UTS](#).

This notice may be updated at any time and will be available online through the [giving.uts.edu.au](https://giving.uts.edu.au) website. You should periodically review this notice to make sure you are aware of our current practices.