

## *Applications for CityU Financial Assistance Scheme*

### *Data Usage*

1. The personal data/ information that applicants provide in the application form will be used for the following purpose:
  - as a basis for the assessment of applicants' financial needs by the University or donors for financial assistance available.
  - for transferring to the Student Finance System of Student Development Services for processing the application for financial assistance and analysis of applicants' financial needs.
  - for transferring to the Scholarship and Financial Aid System in SDS and the University if and when the application is successful.
2. The personal data/information provided in the application form and documents submitted will be kept for a period of no more than four years under normal circumstances in the University and will be destroyed afterwards without further notice.
3. Applicants have a right to request access to, and to request correction of, their personal data in relation to their application. If they wish to exercise these rights, such request should be made in writing and addressed to Student Finance Team of Student Development Services.