

Terms & Conditions of Being a Registered Student at St Patrick's Pontifical University (SPPU)

In order to complete the registration process, all students are required to read and agree to the terms and conditions as set out below annually. In doing so, you as a registered student, accept the following.

TERMS AND CONDITIONS OF STUDENT REGISTRATION 2022/23

Data Protection:

- Personal data collected during registration is being obtained by SPPU for the purposes of the provision of education and for related administrative and record-keeping purposes. All personal data collected will be processed in accordance with the Data Protection Act 2018 and the General Data Protection Regulation 2016/679 (GDPR). For further details on the processing of your personal data please contact the PU Office.
- I have been informed that personal data may be collected on the disability, social, economic and cultural background of students entering the University, and that it is not mandatory to answer these particular questions and non-response will not affect me in any way.
- Selected data will be provided to relevant bodies where there is a statutory obligation and legal basis for SPPU to do so, such as to the Department of Employment Affairs and Social Protection, Higher Education Authority (HEA) and Student Universal Support Ireland (SUSI). Please note that your data will be shared with the HEA for funding allocation, statistical analysis and policy formulation purposes as required by the HEA Act 1971. The data shared includes personal data such as name, address, Eircode, PPSN, grant status and CAO data. Identifiable information will be provided to grant or sponsoring authorities regarding academic performance where this is relevant, and only where appropriate. Information will be provided for statistical purposes to government or other bodies.
- Personal data collected from international students outside the EEA may be shared with the Department of Justice and Equality as required under section 8 of the Immigration Act 2003 in order to validate and progress visa applications.
- Personal data may be shared with the National Vetting Bureau and placement providers where you are registered on a course that requires garda vetting to be carried out.
- A sub-set of your personal data will be shared as required with Maynooth University

services including the Health Centre as one of the primary student support services on campus.

- A sub-set of your personal and academic data will be shared as required with Maynooth University for student registered on MU joint programmes or shared modules.
- It may be necessary to disclose to parents or guardians claiming benefit in respect of their children (e.g., child benefit or child dependent allowance) the registration status of the student concerned, as required under section 238/1 of S.I. No. 142/2007 - Social Welfare (Consolidated Claims, Payments and Control) Regulations 2007.
- Student name, address, course(s) of study and other relevant information will be retained indefinitely and may be made available to the SPPU Alumni.
- Personal data will be processed by SPPU in accordance with the Data Protection Act 2018.

Hybrid Teaching and Learning in light of COVID-19

- I understand that the intention of the University is that in so far as is possible, and in line with Government public health advice, the University will aim to deliver face to face teaching as far as is possible. Where it is not possible to facilitate face to face learning, due to social distancing requirements and public health advice, a hybrid approach will be taken to providing teaching and learning. This will be facilitated through online lectures, tutorials, assessments etc.
- I understand that due to the current Covid-19 pandemic the University may implement a hybrid approach to teaching and learning and will utilise approved and supported software solutions for the purposes of online teaching, learning, assessments and orientation.
- I understand that the University reserves the right to amend academic delivery methods, assessment methods and the academic timetable (for teaching or assessments) for any reason and at any stage during the academic year.
- I understand that in light of public health guidance graduation ceremonies may need to be held virtually.
- I understand and agree that I will be required to follow government and SPPU guidelines and advice related to reducing the spread of COVID-19. I understand that students will be required to adhere to social distancing requirements in accordance with public health guidance and may be required to wear face coverings (or other personal protective equipment) as required.
- The health and safety of our students and staff is our priority. Accordingly, all teaching and

assessments will be subject to public health advice and guidance as and when issued.

- I understand that my personal data may be processed by way of recordings (via online lectures, seminars or tutorials) and these recordings will be processed by the University.
- Students must submit a personal photograph of themselves for their University I.D card. The University reserves the right to ask students to submit further photographic identification for verification purposes. Students are responsible for ensuring the validity of their personal photograph and their personal details set out in the University I.D. The University accepts no liability for use of falsified University I.D cards.

University Regulations:

- I certify that all fees and charges due to SPPU have been paid by me or will be paid by me personally or on my behalf by an approved authority. We may collect your financial information for the purposes of monetary transactions with students. If the approved authority does not make full payment of all fees and charges on your behalf, the remaining balance due will be transferred to you, the student, for payment.
- I have been provided with the university regulations as set out in the University Kalendarium for students (covering academic progress, discipline, etc) and I apply for registration in accordance with the provisions set out in the University Regulations.
- Prize winners' names will be published under the student's registered name.
- Students' registered names and the type and grade (where appropriate) of their degree or other award will be publicly acknowledged at conferring or other awards ceremonies.
- Following completion of the registration process, each new entrant to SPPU, will be provided with an SPPU username and password to access their SPPU computers and e-mail account.. All students are required to check their SPPU e-mail account on a regular basis as official University correspondence will be sent to these accounts.

I understand that SPPU may amend the terms & conditions of registration at any time by providing reasonable notice including without limitation by posting revised terms on its website which amended terms and conditions shall be binding.