

## Purposes of use of personal data owned by the University

The University uses personal information obtained from its students, graduates (undergraduate), graduates (graduate school), test takers, parents, guarantors, participants in open lectures, etc. for the following purposes. In cases where such information is used for purposes other those listed here, the purpose of use shall be expressed on all such occasions.

- To conduct tasks related to entrance examination and admissions procedures
- To conduct tasks related to class administration, management of student status, management of academic grades, health management, etc.
- To conduct tasks related to management of information related to participants in open lectures, administration of open lectures
- To conduct tasks related to issuance of various certificates
- To conduct tasks related to filing applications for qualifications such as teacher's licenses
- To conduct tasks related to educational, research and organizational administration
- To post notices and raise awareness on matters related to class administration, together with student ID numbers, etc.
- To conduct tasks related to conferment of degrees
- To provide necessary information and contact parents, other guardians/persons in parental authority, guardians, or other such

agent, to check learning status, such as academic grades, attendance, etc.

- To conduct tasks related to various examinations, such as civil service examinations, teacher employment examinations, national examinations for pharmacists, etc.
- To conduct tasks related to educational and student consultations
- To conduct tasks related to extra-curricular and extramural activities
- To conduct tasks related to participation in internship and volunteer activities
- To conduct tasks related to educational advancement and finding employment
- To manage information related to working part-time at the University
- To conduct tasks related to lifestyle guidance, and rewards and punishment
- To conduct tasks related to student security, such as procedures for enrolling in various kinds of insurance
- To conduct tasks related to residence management and support of foreign students
- To manage information related to loans and returns of library materials
- To conduct tasks related to management of registered IDs and passwords for the University's information networks
- To check the state of education and training, and registration of consent for radiation work, animal experiments and genetic

recombination experiments

- To conduct tasks related to scholarships
- To conduct tasks related to payment of tuition
- To conduct tasks related to various payments
- To conduct tasks related to exemption of class fees due to natural disasters, etc.
- To conduct tasks related to facilities usage and crime prevention (including images from security cameras, etc.)
- To conduct tasks related to various educational programs, hands-on learning, laboratory courses, etc.
- To provide various information to and contact members of the Tokyo University of Science Koyokai (parents' association)
- To provide necessary information to the Tokyo University of Science Alumni Association
- To conduct tasks related to public relations activities
- To manage information related to persons requesting materials such as university pamphlets, etc., and to hosting of various events such as Open Campuses and career counseling seminars
- To conduct tasks related to management of donation information and fundraising activities
- To conduct other tasks for the University