FORMER STAFF ASSOCIATION

REQUEST TO JOIN

Please return this form to hr@canterbury.ac.uk

We are pleased that you would like to join the Association. Please could you provide us with some details so that we may add your name to the membership list?

|  |  |
| --- | --- |
| Title |  |
| Forename |  |
| Surname |  |
| Capacity in which you worked at CCCU |  |
| Dates of employment (in years not months will suffice) |  |
| Address |  |
| E-mail address |  |
| I give consent for my contact details (e-mail address) to be forwarded to former colleagues if requested | Yes/No |

Thank you, we look forward to welcoming you to the Association.

We explain how we process your data on the second page of this form.

Sylvia Prosser

Convenor to the Former Staff Association.

Privacy Notice: How we process your data

The University collects and processes personal data relating to managing your affiliation with the University as a member of the Former Staff Association.

The University is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under GDPR and the Data Protection Act 2018.

The University collects and processes a range of information about you via this form. The University processes the data with your consent. This includes: your name, address and contact details, including email address and your former employment. The data will be stored in the University’s HR System.

Your information will be shared internally, including within the University’s HR&OD department to facilitate your membership of the Association. It will be shared with the Convenor to the Former Staff Association to invite you to University events. It will be shared with former colleagues only if indicated your consent to this sharing on the form. It will not be shared outside the University unless you provide your consent in advance.

The University will hold your data for the duration of the time you wish to be a member of the Former Staff Association. You can withdraw your consent at any time by emailing [hr@canterbury.ac.uk](mailto:hr@canterbury.ac.uk). If you withdraw your consent, we will cease processing your information.