

ACCESS REQUEST FORM

I. APPLICATION TO ACCESS PERSONAL DATA	
<p>Under the Personal Data Protection Act 2012 (“PDPA”), you can request for your personal data that SUTD has, and to know how your personal data has been used or disclosed the past year.</p> <p>Please fill in your details below and send it to either:</p> <p>Singapore University of Technology and Design OR DPO@sutd.edu.sg Data Protection Office 8 Somapah Road, #02-301 Building 3, Level 2, Singapore 487372</p>	
II. PARTICULARS OF REQUESTOR	
Full Name of Requestor:	Relationship with SUTD:
Contact Number & Email Address:	NRIC/FIN Number:
III. DESCRIPTION OF THE PERSONAL DATA REQUESTED	
<p>To enable us to process your request quickly and efficiently, please provide us with as much information as possible about the personal data you are requesting access to (e.g. the programme or activity you are involved in, date, the coordinating SUTD department).</p>	
IV. DECLARATION	
<p>By submitting this form, I confirm that the information stated above is true, complete and accurate to the best of my knowledge. I also consent to SUTD using the information provided to contact me for verification purposes and, in relation to my request.</p>	
Name & Signature	Date (DD/MM/YYYY)