DECLARATION ACKNOWLEDGEMENT FORM

Student's Name	
Student's Admission Number	
Student's NRIC No. /FIN (e.g. 123A)	
Student's Course	

ACKNOWLEDGEMENT / PERSONAL DATA DECLARATION / INDEMNITY / INTELLECTUAL PROPERTY RIGHTS / COUNSELLING / NYP CONDUCT / REGULATION & POLICY

For students below 21 years old, this form is to be completed by parent/guardian (guardian must be at least 21 years old).

Acknowledgment by Primary Contact

1. I have no objection to my child/ward being admitted to the course conducted by Nanyang Polytechnic.

I. Personal Data Declaration

2. I have read and understood the declarations made by my child/ward and give my consent to Nanyang Polytechnic to collect and keep my child/ward's personal data and academic results (obtained either directly or indirectly through other public agencies or educational institutions). The data may include, but is not limited to, personal particulars, family data, assessment records, special needs and medical information, sound, video or CCTV recordings, etc.

3. The data could be used, both during my child/ward's enrolment with Nanyang Polytechnic and after, for the following purposes:
   i) To facilitate the execution of activities by the Polytechnic in dispensing its duties in administrative matters and to monitor my child/ward's academic progress.
   ii) For statistical compilations and analysis;
   iii) For communications such as e-mail, SMS, letters and surveys.
   iv) To ensure the safety and welfare of its staff/students, which will include judicious release of information to staff who are charged with monitoring and caring for students.
   v) For campus security purposes and/or to regulate student discipline or behaviour, including compliance with any applicable rules, laws and regulations, codes of practice or guidelines or to assist in law enforcement and investigations by relevant authorities/law enforcement agencies.
   vi) For publication in areas that is customary by educational institutions such as award of prizes.
   vii) To enrol my child/ward as an alumni of the polytechnic upon graduation.
   viii) Any other purposes beneficial to students and graduates.

4. I have read, understood and consent to the Privacy Statement at <https://www.nyp.edu.sg/privacy-policy.html> (as updated from time to time). I understand that my child/ward's personal and academic data may be shared with other Government agencies, non-Government agencies which have been authorised to carry out specific Government services, or other educational institutions (unless such sharing is prohibited by legislation) so as to serve my child/ward in a most efficient way to facilitate the progression of his/her academic pursuits or for Education and Career Guidance.

II. Indemnity

5. In consideration of Nanyang Polytechnic offering my child / ward admission and his / her accepting the offer to become enrolled in Nanyang Polytechnic, I hereby undertake on behalf of my child / ward to:
   i) absolve and release Nanyang Polytechnic and / or its employees from any claims arising out of loss or damage suffered by my child / ward during the period of any training, workshop assignments, internships, attachments, clinical or industrial visits and / or any other activity (the "Activities") that may occur on or off the premises of Nanyang Polytechnic (the "Facilities"), which may be assigned to him / her or which may be undertaken by him / her of his / her own accord during the course of his / her studies at Nanyang Polytechnic.
   ii) indemnify Nanyang Polytechnic against all claims which may be made against it by reason or in connection with:
      a. any damage to property whether of Nanyang Polytechnic, an employee of Nanyang Polytechnic, or a third party; and
      b. any personal injury, death, loss or damage caused to any person, whether an employee of Nanyang Polytechnic or a third party

   caused by or arising out of my child / ward's use or misuse of the Facilities and / or undertaking the Activities, provided that the same is due to my child / ward's actions, negligence, omission, breach of contract or default.

6. I understand and agree that the rights and obligations in Clauses (a) and (b) are not affected or limited in any way by the type of course, training, studies or any other activities that my child / ward undertakes at Nanyang Polytechnic, whether such course, training, studies or other activities are formally assigned to my child / ward or not.

III. Intellectual Property Rights

7. I acknowledge that any and all intellectual property rights* that arise out of or in connection to any work or project that is undertaken or created by my child/ward in the course of his/her study or diploma course at Nanyang Polytechnic, or during any short or long term attachment with Nanyang Polytechnic, shall be legally and beneficially owned by Nanyang Polytechnic. My child / ward hereby agrees to:

i) execute any and all documents as may be necessary to recognise Nanyang Polytechnic's legal or beneficial ownership in this regard; and

ii) recognize and acknowledge that the rights and obligations under this declaration shall continue in full force and shall remain effective after the enrolment, training, or attachment at Nanyang Polytechnic has ended, and such rights and obligations shall be binding on my chid/ward's personal representatives.

IV. Counselling

8. I agree and consent to my child/ward participating in any counselling or assessment conducted thereto (whether by an in-house counsellor or external third party**, and including any medical referrals).

9. I understand that any counselling sessions or assessments conducted thereto involving my child/ward may be recorded by the in-house counsellor or the external third party, as the case may be, whether electronically or by other means, provided that my child / ward's consent is first obtained where (i) my child / ward voluntarily seeks such counselling or assessment or (ii) otherwise where Nanyang Polytechnic reasonably considers such counselling or assessment to be necessary.

10. I understand that Nanyang Polytechnic may disclose records of or information shared by my child / ward in the course of the counselling session or relating to any assessment conducted thereto to me or external third parties where Nanyang Polytechnic reasonably considers that such disclosure is necessary for:
    i) the protection of the safety and wellbeing of my child / ward;
    ii) the protection of a third party from harm by my child / ward; and
    iii) Nanyang Polytechnic's compliance with the law
    and further agree and consent to the same.

V. NYP Conduct / Regulation & Policy

11. I agree to always conduct myself in a responsible and appropriate manner. This includes (but is not limited to):
    i) Being considerate and respecting all cultures, races and religions.
    ii) Refraining from any conduct that demeans, intimidates, threatens, abuses, insults, harasses or injures any individual, or that is inappropriate or unreasonable. Such conduct can include bullying, fighting, making derogatory remarks, and sexual misconduct.

12. I have read and understood the Nanyang Polytechnic Student Conduct and Discipline Regulations as outlined in <NYP Student Conduct & Discipline Regulations.pdf>. I acknowledge that should there be any misconduct on my part, NYP may impose one or more penalties in accordance to the Nanyang Polytechnic Student Conduct and Discipline Regulations.

13. I also agree to comply with all prevailing Nanyang Polytechnic rules, policies and regulations on student and academic matters, including but not limited to Student Conduct and Discipline, Attendance and Assessments***. I acknowledge that NYP reserves the right to terminate its services should I fail to conduct myself in a responsible and appropriate manner, or fail to abide by the regulations and policies. I further agree that should NYP terminate its services, any fees paid and subsidies consumed would be non-refundable after the semester has started.

NOTE:

* "Intellectual Property**" means all rights and interests to and in any work, including but not limited to patents, inventions, registered and unregistered design rights, copyrights, trademarks, trade names, service marks, database rights, licences and all other similar rights which are or may be obtained or enhanced by registration, applications for registration and rights to apply for registration.

** "External third party" means Family Service Centres and organisations that provide mental health-related services.

*** Upon enrolment, always refer to the Resources section in myNYP Portal for the most updated NYP conduct, regulations and policies.

Name of Parent/Guardian# and NRIC No./FIN (e.g., 123A)

Signature of Parent/Guardian# and Date

delete where not applicable

ADDITIONAL INFORMATION ON GUARDIAN **[It is compulsory to complete this section if this form is signed by guardian.]**	
Relationship to Student	
Mobile Number	
Email Address	
Term / Correspondence Address	