



Privacy Policy

OzTrip Services Pty Ltd is dedicated to ensuring your privacy. This statement outlines OzTrip Services (OzTrip) policy on how we collect personal information and how we maintain, use, store and disclose the personal information we hold and reflects our commitment to you. This applies to all operations within OzTrip globally, including visitors to our website.

It is the policy of OzTrip to respect the confidentiality of information and the privacy of individuals. We are bound by the Privacy Act 1988 and its 2014 Amendments (APPs). We appreciate that privacy in the International Education Industry is of high importance.

Personal Information

Personal information is any information or an opinion (whether true or not) about you. It may range from sensitive (e.g. medical history or condition) to the everyday (e.g. address and phone number). It would include the opinion of others about your work performance (whether true or not), your experience and qualifications, English test results and other information obtained by us about you.

Sensitive information is a special category of personal information under the Australian Privacy Act. It is information or an opinion about you, including membership of a professional or trade association or membership of a trade union. As outlined in the Australian Privacy Act, sensitive information can, in most cases, only be disclosed with your consent.

Collection of personal or sensitive information may be collected about you when:

- You complete one of our application forms or provide any other information in connections with your application
- Visa Application
- We receive the results of any competency or medical test or any background check
- We receive any complaint or other information from or about you in your institution



- We receive any information about any insurance investigation, litigation, registration or professional disciplinary matter, criminal matter, inquest, or injury in which you were involved.

Your personal and sensitive information may be used relating to:

- Your actual or possible enrolment
- Your Student Visa application
- Career guidance or management
- Any test or assessment (including medical tests and assessments) that you might be required to undergo
- Informing you about legislation, visa conditions, work rights, etc.
- Informing you of possible work opportunities, relevant courses, or other events such as training or information sessions by direct mail/ email/ SMS
- Our direct marketing to you

Security of your personal information

Your personal information may be stored in hardcopy or electronically. We have security procedures in place to protect your personal information.

Keeping your personal information up to date

If your personal information changes please contact us so we can update and correct the information, we may contact you from time to time to check the information is still current.

OzTrip Services can be contacted via email on info@oztripservices.com or by calling 1300 069 874 (if are calling from outside Australia please call +61 (0) 405 200 041)

Disclosures

In some cases, we may only disclose information with your consent. We may disclose your personal information where we are under a legal duty to do so, including circumstances where we are under a lawful duty of care to disclose information.

Accessing your private information

You can access your personal information which we hold about you by written request. A request for access to personal information we hold about you or in relation to any queries privacy should be sent to: info@oztripservices.com



OzTrip Disclaimer

OzTrip Services Pty Ltd is not liable for any loss or damage that may occur from errors, inaccuracy or any unintentionally misleading or out of date information, whether in this site, or any other links attached to the website. OzTrip has done all it can to make sure the information on this site is accurate and current, however we cannot accept responsibility for any errors.

Changes on this site are made regularly, OzTrip reserve the right to change or amend any information on the website when required.