

Privacy Policy

ATI-Mirage will only collect personal information by fair and lawful means.

What sort of information may be collected?

Personal information may include:

- Enrolment information: full name, gender, date of birth, country of birth, nationality, residential address
- Course information: agreed starting date and if the student didn't begin the course when expected, the expected completion date, and any termination of the student's enrolment prior to the expected completion date and any change to the identity or duration of the course
- Tuition fees information: tuition fee pre payments made by student including the periods to which these payments relate, and an estimate of the total amount the student will be required to pay to undertake the full course

Security of Personal Information

ATI-Mirage will store securely all records containing personal information and take all reasonable security measures to protect personal information collected from unauthorized access, misuse or disclosure.

ATI-Mirage will not disclose any information that is gathered about our staff or students to any third party. The company will use the information collected only for the services provided. If staff or student information is required by a third party, then ATI-Mirage will obtain written consent from the relevant staff or client prior to release of any information. ATI-Mirage will comply and adhere to the Privacy Act 1988.

Record of updates and changes

Version No.	Issue Date	Nature of Amendment
Version 1.0	15 th August 2012	Procedure Developed
Version 2.0	27 th July 2016	Additional information included
Version 2.1	18/4/2019	New logo, no further revisions made. Review at next internal audit.