CHANGE OF DETAILS

Please inform the University of any changes to your contact information and other details by logging on at www.alumni.ox.ac.uk/log-in or by filling out the form below and returning it to the address overleaf. Details on how your data are held and used are set out in our Data Protection Statement, which can be found at www.alumni.ox.ac.uk/data_protection.

UNIVERSITY OF OXFORD

PERSONAL INFORMATION

Title:

First name:

Middle names:

Preferred name:

Family name:

Former family name (if applicable):

Date of birth:

HOME CONTACT DETAILS

Postal address:

Phone (landline):

Mobile:

YOUR EMPLOYMENT DETAILS

Job title:

Employer:

Start date: End date:

Address:

Employer website:

YOUR OXFORD DETAILS

Matriculation year:

First college:

First degree:

Date of DPhil/PhD (if applicable):

COMMUNICATIONS PREFERENCES

We'd like to use your email address to send you news of Oxford and its activities, but we need your express consent to do so. See our data protection statement below and online at www.alumni.ox.ac.uk/data_protection for full details of how we will use your email address.

☐ I am happy to receive emails from the University of Oxford

Email address:

You might also want to consider subscribing to an email list to receive specific types of news and information too.

I'd like to join the following Engineering alumni email lists:

☐ news

☐ events

I'd like to join the following University email lists:

☐ OT Weekly (short news bulletin)

☐ OT Extra (monthly news bulletin)

☐ Books and learning

☐ Careers

☐ Events

☐ Sport

☐ Travel

I would like to receive future copies of *Engineering Science News* the Department's annual newsletter:

☐ By post ☐ By email

☐ Don't send me *Engineering Science News* any more

If undelivered, please return to:

External Relations Officer
Department of Engineering Science
Parks Road
Oxford
OX1 3PJ

Your data

We want to ensure that we keep the details we hold about you up to date and communicate with you fully in accordance with your wishes. **Your data will continue to be used for the purposes of communication and marketing activities by post, email, telephone, fax or text message, unless you indicate otherwise.** We use tools to monitor the effectiveness of our communications with you, including email tracking, which records when an e-mail from us is opened and/or how many links are clicked within the message. The data from this tracking are generally used in an aggregated and anonymised form. If at any time your details change or you wish to add to or remove from the list of communications sent to you then please contact us.

Your data are held securely in the University's shared Development and Alumni Relations System (DARS), which will help ensure your details are up to date and improve our communications with you. The data may be used by colleges, faculties, departments, administrative units, international offices, recognised alumni societies, sports and other entities associated with the University, and agents contracted by the University in that capacity.

Full details on how your data are held and used are set out in our Data Protection Statement at www.alumni.ox.ac.uk/data_protection or you can request a hard copy from the address below. Some sensitive personal data may be held in DARS. If at any time you have any queries about the use of your personal data in DARS, or wish to change the fact of, or extent of, use of your personal data, please contact us, quoting your alumni number (printed at the top of this sheet), at: (post) Alumni Office, University Offices, Wellington Square, Oxford OX1 2JD, United Kingdom; (email) enquiries@alumni.ox.ac.uk; (tel) +44 (0)1865 611610.