

Visitor Privacy Notice

This Visitor Privacy Notice (“**Notice**”) describes how Princeton (Beijing) Consulting Co., Ltd. (“**PU China**”, “**we**”, “**us**” or “**our**”, also known as Princeton China Center) collects and processes the personal information of its visitors (“**you**”) in accordance with applicable data privacy laws in China, whether electronically or manually.

We may update or change this Notice at any time to reflect changes in our privacy practices or applicable laws and regulations, and will timely publish the updated version on <https://chinacenter.provost.princeton.edu/>. In the event that the changes to this Notice will have a fundamental impact on our processing of your personal information or otherwise have a substantial impact on you, we will give you sufficient advance notice so that you have the opportunity to exercise your rights (e.g. to restrict our processing).

1. COLLECTION OF PERSONAL INFORMATION

Personal information is any information that, recorded by electronic or other means, personally identifies you or from which you could be identified. We may collect directly from you personal information for providing necessary assistance (e.g., logistic arrangement) and facilitating your access to local entities (e.g., university library) during your stay, including but not limited to the following:

- (a) basic personal information: name, date of birth, gender, nationality, place of birth, proof of your identity (such as ID or passport), photograph, cell phone number, mailing address, e-mail address, etc.;
- (b) for students visitors: year of graduation from Princeton University, major studied, degree(s), transcripts, educational history; and
- (c) for non-student visitors: affiliation with PU China or Princeton University
- (d) information about the dates of the visit, purpose of the visit, activities during the visit, and contact and location information during the visit;
- (e) all and any information required by applicable law or governmental authorities; and
- (f) all and any other information generated during your stay in China (e.g., your address in China) or the information you may choose to submit directly or indirectly to us.

For certain sensitive personal information, such as ID card/passport numbers and logistic information, we will only process such information in the limited circumstance based upon your separate consent as required by applicable laws and regulations, unless other legal bases are provided thereunder for us to collect and process your sensitive personal information without your consent.

Specifically:

- (a) we may process your ID card/visa/passport information to assist you with your visa application and/or with obtaining access to local entities during your stay in China;
- (b) we may request and store your address in China for providing necessary aid in case of any emergency during your stay in China;
- (c) we may process other sensitive personal information at your request.

2. TRANSFER OF PERSONAL INFORMATION

We may share your personal information with Princeton University, Princeton International LLC (our parent company), and third-parties that cooperate with Princeton University or us, within or outside the territory of China, if necessary for the above-mentioned purposes as permitted under applicable laws. These third parties may include, but are not limited to, universities and libraries that you may want to visit during your stay and government agencies that are involved in processing your ID card/visa/passport. A list of PU's offices and the third parties that may receive your personal information, and respectively their contact information, the purposes and methods of their personal information processing activities, the type of personal information they would receive is available upon request.

We would request your separate consent for the foregoing sharing of your personal information and have taken practicable steps to guard your personal information against any unauthorized, intentional, or accidental access, disclosure, modification, or destruction under such circumstances, per applicable legal requirements. In the event of an international transfer, we would pass the governmental security assessment, third-party certification or conclude a standard contract with the offshore recipient in addition to obtaining your separate consent, and ensure the personal information protection level of such offshore recipient, as required by the applicable laws and regulations.

In certain circumstances, we would have to share your personal information to cooperate with governmental agencies, courts, or other public bodies to perform our obligations under the applicable laws and regulations, and keep such provision of your personal information confidential when required by the foregoing bodies.

3. EXERCISE OF DATA SUBJECT RIGHTS

Under the applicable laws and regulations, you have the following rights unless otherwise provided under the applicable laws and regulations to which we are subject:

- (a) request us to explain the rules applicable to how we process your personal information;
- (b) request access to your personal information that we hold about you;
- (c) request a copy of personal information which is processed by us;
- (d) rectify any incorrect personal information that we hold about you;
- (e) object to, or request restrictions to, processing of your personal information;
- (f) request the deletion of your personal information that is processed by us when:
 - the above-mentioned purposes have been achieved, cannot be achieved or your personal information is no longer necessary to achieve these purposes;
 - you leave China unless we are required to retain your personal information thereafter under the applicable laws and regulations;
 - we are processing your personal information by consent and you withdraw that consent; or
 - we are processing your personal information unlawfully.

- (g) request us to transmit your personal information to a third party, provided certain regulatory conditions are met; and
- (h) any other rights that you may have under applicable laws and regulations.

For exercising any of the above rights, please contact us at princetonchinacenter@princeton.edu.

4. STORAGE AND RETENTION OF PERSONAL INFORMATION

We will take appropriate technical measures to protect the security of your personal information in the course of our processing and storage.

We will keep your personal information for the duration of your visit in China, or for an extended period thereafter where required or permitted by applicable laws and regulations. We will delete your personal information when it is no longer required for the above-mentioned purposes or permitted by applicable laws and regulations. If there is any personal information that we are unable, for technical reasons, to delete entirely from our systems, we will put in place appropriate measures to prevent any further processing or use of the information.

5. FAILURE TO PROVIDE PERSONAL INFORMATION

You can refuse to provide personal information to PU China. However, you understand that certain of your personal information is essential for us to arrange and facilitate your stay in China. In the event that you refuse to provide us with the personal information we required, we may be unable to provide necessary assistance for the duration of your visit in China.

Last updated: November 14, 2022