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**Privacy Collection Notice - Students**

**1.** **Who We Are**

The Council of the Queensland Institute of Medical Research, trading as QIMR Berghofer ("we," "us," or "our") is committed to protecting your privacy in accordance with the *Information Privacy Act 2009* (Qld). Our Privacy Policy contains further information about how we collect, use, store and disclose your Personal Information.

**2. Why We Collect Your Information**

QIMR Berghofer collects personal information from students to manage and facilitate your placement, coordinate with your educational institution, ensure compliance with legal and safety requirements, communicate with you about your placement, and support your learning experience.

**3. Types of Personal Information We Collect**

We may collect information such as your name, contact details, educational background, emergency contact information, immigration information, health and medical information relevant to your placement, and any other information necessary to support your placement and wellbeing.

**4. How We Collect Information**

Where possible, we collect personal information directly from you. We may also receive information from your educational institution or placement coordinator, with your consent or as permitted by law.

**5. Legal Basis for Processing**

We collect and use your information only where:

* You have given consent;
* It is necessary to fulfil a contract or legal obligation; or
* It is required for legitimate educational and organisational purposes.

**6. Disclosure of Information**

We may share your information with:

* Your educational institution or placement coordinator;
* Service providers assisting with placement administration (e.g., IT, security);
* Government authorities (if required by law);
* Other parties as necessary to support your placement and comply with legal obligations.

**7. Overseas Transfers**

We may disclose your personal information to overseas recipients, including where you are enrolled at an international university and disclosure is necessary to facilitate or otherwise administer your placement. Such disclosure will only occur where:

* We are satisfied on reasonable grounds that the recipient is subject to privacy obligations substantially similar to those under Queensland law; or
* Another permitted situation under the *Information Privacy Act 2009* (Qld) applies.

Before any disclosure, we will take reasonable steps to ensure your personal information will be handled in accordance with the Queensland Privacy Principles (QPPs), including by contract or other binding arrangement.

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**8. Data Breach Notification**

In the event of a data breach likely to cause harm, we will notify you and the Queensland Office of the Information Commissioner (OIC) as required by law.

**9. Access and Correction**

You have the right to:

* Request access to your personal information;
* Correct inaccurate or incomplete details.
* Contact our Privacy Officer at PrivacyOfficer@qimrb.edu.au to exercise these rights.

**10. Complaints**

If you believe we’ve breached privacy laws, contact our Privacy Officer. You may also lodge a complaint with the Queensland OIC:

Office of the Information Commissioner

Website: www.oic.qld.gov.au

Phone: 07 3234 7373

**11. Consequences of Not Providing Information**

If you choose not to provide required information, we may be unable to facilitate your placement or ensure your safety and compliance with placement requirements.

**12. Retention Period**

We retain your information only for as long as necessary to fulfil the purposes outlined in this notice or as required by law.

**Contact Us**

For privacy related inquiries, contact [PrivacyOfficer@qimrb.edu.au](mailto:PrivacyOfficer@qimrb.edu.au).



**International PhD Scholarship**

**Referee report**

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| **APPLICANTS DETAILS:** | | | | | | | |
|  | | | | | | | |
| Surname: |  | | | First Name: | |  | |
|  |  | | |  | |  | |
| **REFEREES DETAILS:** | | | | | | | |
|  | | | | | | | |
| Title: |  | | | Full Name: | |  | |
| Phone No.: |  | | | How long have you known the applicant?: | |  | |
|  |  | | |  | |  | |
| Email Address: |  | | | | | | |
|  |  | | |  | |  | |
| Position and Title: |  | | | | | | |
|  |  | | |
| Institution or University: |  | | | | | | |
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| **PLEASE BRIEFLY DESCRIBE THE EXTENT OF YOUR KNOWLEDGE OF THE APPLICANT AND THE NATURE OF YOUR RELATIONSHIP: e.g co-worker, supervisor etc.** | | | | | | | |
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| **PLEASE BRIEFLY DESCRIBE THE APPLICANT’S ACADEMIC BACKGROUND:** | | | | | | | |
|  | | | | | | | |
| **PLEASE BRIEFLY COMMENT ON THE APPLICANT’S RESEARCH POTENTIAL AND ACHIEVEMENTS:** | | | | | | | |
|  | | | | | | | |
| **PLEASE BRIEFLY COMMENT ON WHAT YOU THINK ARE THE APPLICANT’S MAJOR STRENGTHS?:** | | | | | | | |
|  | | | | | | | |
| **WHICH AREAS DO YOU THINK THE APPLICANT COULD BENEFIT FROM ADDITIONAL TRAINING?:** | | | | | | | |
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| **PLEASE DECLARE ANY CONFLICTS OF INTEREST:** | | | | | | | |
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| **WHICH CATEGORY WOULD YOU DESCRIBE THE APPLICANT’S APTITUDE FOR RESEARCH COMPLETED WITH OTHER STUDENTS THAT YOU HAVE SUPERVISED (only select one)** | | | | | | | |
| **Outstanding (Top 5% of students)** | | |  | | **Excellent (Top 10% of students)** | |  |
| **Very Good (Top 20% of students)** | | |  | | **Good (Top 30% of students)** | |  |
| **Satisfactory (Top 50% of students)** | | |  | | **Unsatisfactory (Applicant is NOT ready to begin a PhD degree)** | |  |
|  | | | | | | | |
| **Referee’s Title and Name** | |  | | | |
| **Referee’s signature** | |  | | | |
| **Date** | |  | | | |

We appreciate that you have completed this form, please email it back to [Graduateeducation@qimrb.edu.au](mailto:Graduateeducation@qimrb.edu.au) by 24th August 2025.