

Privacy Policy

Appendix B – MP Functions and Information Collection

MP's functions and activities include but are not limited to:

- a. Providing education and training and associated support services including tutoring services, counselling, health and wellbeing programs, fitness centres, student clubs, library resources, computers, email accounts, online learning material and other technological resources, accommodation, welfare and homestay services;
- b. Providing a safe environment for students; officers; employees; contractors; volunteers; and visitors;
- c. Hiring and managing employees, contractors and casual staff;
- d. Engaging with industry and the community, including through its website and on social media;
- e. Reporting to the Victorian and federal governments (including government bodies and agencies) regarding training and compliance with laws and regulations;
- f. Processing student loans under the [Higher Education Support Act 2003 \(Cth\)](#) and [VET Student Loans Act 2016 \(Cth\)](#);
- g. Issuing qualifications to students;
- h. Marketing courses to prospective and current students; employers and industry;
- i. Providing marketing materials to former, current and prospective students (unless you have advised in writing that you do not wish to receive such materials);
- j. Evaluating and quality assuring courses and ensuring academic integrity;
- k. Undertaking or commissioning research or inviting people to participate in research;
- l. Reporting to students' employers, where a student's training is arranged or paid for by their employer.