

## **Privacy Notice for Students of the Master of Health Professions Education Canada Program**

This Privacy Notice explains how the University of British Columbia's Centre for Health Education Scholarship (UBC) collects, uses, processes, discloses, and protects student information in connection with the Master of Health Professions Education Canada Program ("Master's Program").

### **About the Program**

UBC works closely and in collaboration with Maastricht University (UM) to deliver the Master's Program in part from CHES in Vancouver, allowing the program to be more available and accessible to students in BC. The Master's Program is an academic program of UM that is delivered through a combination of distance-based learning, in-person courses delivered on-site at UBC facilities, and thesis work supported by instructors and faculty at UBC and UM.

### **Why We Collect Your Personal Information**

In the course of supporting and delivering the Master's Program, UBC may collect, use, and disclose the personal information of student registrants, including:

- information required for enrollment and registration purposes (e.g. name, contact information, financial payment information);
- information required to determine eligibility for enrollment (e.g. academic performance, educational and employment history);
- information necessary to deliver and administer course instruction (e.g. attendance, participation, academic performance and conduct information);
- information necessary to communicate with you, answer inquiries, and respond to complaints;
- information collected for the purposes of program evaluation, planning, and improvement;
- other information that may be required to allow UBC to discharge its legal and contractual obligations.

### **Information-Sharing Between UM and UBC**

The Master's Program is delivered in cooperation between UBC and UM. Personal information about MHPE-Canada students may be exchanged between UBC and UM for the purposes of program delivery and administration, and for the purposes described above.

### **How Your Information Is Protected**

UBC is committed to the protection of privacy and confidentiality of all its students and trainees. UBC supports records management, information security, and protection of privacy in accordance with the [UBC Policy #104, Acceptable Use and Security of UBC Electronic Information and Systems](#).

### **Legal Authority for Collection**

Student personal information in connection with the Master's Program is collected by UBC under the authority of sections 26(c) and (e) of the British Columbia *Freedom of Information and Protection of Privacy Act* (FIPPA), RSBC 1996, c.165, as amended.

For more information about how UBC manages personal information please review the information at [Access and Privacy at UBC](#), or contact UBC's Legal Counsel, Information, and Privacy by email at [access.and.privacy@ubc.ca](mailto:access.and.privacy@ubc.ca). Information about the personal information practices of UM can be located on the [Maastricht University Security Page](#).