

## Permissions: Data Collection

**Program:** Grad Girls 2026 (a Women 4 STEM initiative).

Data Collection Notice & Consent.

### Why we collect data

Women 4 STEM collects de-identified information about participants and program outcomes to evaluate and continuously improve the Grad Girls program, to track equity and inclusion by identifying whether the program is reaching underrepresented groups in STEM, and to measure participant impact through self-reported confidence and skills shifts.

All reporting data is captured in ranges or categories only — never names, emails, student IDs or other personal identifiers. This de-identification approach means your privacy is protected throughout, while still enabling Women 4 STEM to report meaningfully on program reach and effectiveness in accordance with our obligations under the Privacy Act 1988 (Cth) and the Information Privacy Act 2009 (Qld).

### Registration data

To administer the Grad Girls program, Women 4 STEM collects certain personal information at the point of registration (for example, your name and email address) solely for the purposes of program administration — including confirming your place, sending program communications, and coordinating event logistics. This information is:

- Collected only to the extent necessary for program administration (minimum necessary principle)
- Accessible only to authorised Women 4 STEM personnel involved in program delivery
- Not used for reporting, profiling or any purpose beyond direct program administration
- Not shared with sponsors, partners or third parties in identifiable form
- Retained only for as long as is necessary for program administration purposes, after which it is securely deleted

Registration data is handled in accordance with the Privacy Act 1988 (Cth) and the Information Privacy Act 2009 (Qld), consistent with the Australian Privacy Principles (APPs) and the Queensland Privacy Principles (QPPs), in particular QPP 3 (collection of solicited personal information), QPP 6 (use and disclosure of personal information), and QPP 5 (notification of collection of personal information).



## What we collect (examples)

All data are captured in ranges or categories only — never names, emails, phone numbers, student IDs or dates of birth. Typical items include:

- Demographics: age bracket, study level (e.g., Diploma/Bachelor/Masters), field of study/discipline, domestic/PR/international status, state/region (e.g., metro/regional)
- Education & work: enrolment status, year of study, work status (e.g., casual/part-time/full-time), career interests
- Program engagement: registrations, event attendance counts, completion of surveys/activities
- Feedback: de-identified survey responses and testimonials (if provided)

Where a question may be sensitive, a "prefer not to say" option is provided.

## How we use the data

- To report aggregated results to our Program sponsors, partners and the Women 4 STEM Board
- To evaluate and improve program design, accessibility and impact
- To communicate overall participation trends (e.g., in annual summaries)

## What we do not collect or store

- No names, personal emails, phone numbers, addresses, birth dates, student IDs, or scanned IDs for reporting purposes.
- No individual-level profiles are created for reporting; results are aggregated.

## Storage & security

Data are stored on secure systems used by Women 4 STEM (e.g., Microsoft 365 forms/sheets, Humanitix exports) with access restricted to authorised personnel.

We retain de-identified reporting data for up to 7 years to meet grant/audit requirements, then securely delete or archive in aggregated form.

## Sharing

We may share aggregated, de-identified results with program sponsors, partners and



the Women 4 STEM Board. No personally identifiable information is shared because none is collected for reporting purposes.

## Your choice

Participation in de-identified data collection helps us keep Grad Girls running and improving. To participate in the Grad Girls program, you must consent to de-identified data collection for reporting.

## Legal & privacy

We handle information in line with the Privacy Act 1988 (Cth) and the Information Privacy Act 2009 (Qld). Because we do not hold personally identifiable information for reporting, access and correction rights typically do not apply to de-identified aggregates.

## Questions or concerns

Email: [students.gradgirls@women4stem.com.au](mailto:students.gradgirls@women4stem.com.au). You may also contact the Office of the Information Commissioner Queensland (OICQ) or the Office of the Australian Information Commissioner (OAIC) if you believe your privacy has been handled improperly.