



**MALAYSIAN INSTITUTE OF ART (535370-K)
PERSONAL DATA CORRECTION REQUEST FORM**

Notice of Personal Data Protection Act / Notis Akta Perlindungan Data Peribadi

By completing this Form, I understand MIA is bound to give Notice and require consent in relation to processing of personal information, in accordance with the Personal Data Protection Act 2010 ["PDPA"]. I hereby confirm that I have read, understood, and agree to the Personal Data Protection Notice at www.mia.edu.my.
Dengan melengkapkan borang ini, saya faham bahawa MIA terikat untuk memberi notis dan memerlukan persetujuan berhubung dengan pemrosesan maklumat peribadi menurut Akta Perlindungan Data Peribadi 2010 ["PDPA"]. Saya mengesahkan bahawa saya telah membaca, memahami serta bersetuju dengan kenyataan Notis Perlindungan Data Peribadi di www.mia.edu.my.

IMPORTANT NOTE:

1. This form is to be used by Data Subject / Authorised Person (as defined under the Personal Data Protection Act 2010) requesting for correction of data subject's personal data.
2. Please note that we may not be able to process your request in the event that the personal data provided is inaccurate, incomplete, misleading or not up to date in the first place. A request to correct personal data is subject to the requirements under Personal Data Protection Act 2010.
3. Please **provide a photocopy of your National Registration Identification Card (NRIC) or the first page of your passport containing your personal details** for us to verify your identity.
4. Please **enclose the consent letter from Data Subject** if this form is applied by other authorised person, failing which your application may not be processed.

SECTION 1: TO BE FILLED UP BY DATA SUBJECT

Full Name as per NRIC / Passport :

NRIC or Passport No. :

Mobile Phone No. :

Email :

Please tick (✓) if you are an alumni of MIA.

SECTION 2 : TO BE FILLED UP BY AUTHORISED PERSON

A: Particulars of Authorised Person

Full Name as per NRIC / Passport :

NRIC or Passport No. :

Mobile Phone No. :

Email :

I would like to request for correction of personal data for the following person :

B: Particulars of Data Subject

Full Name as per NRIC / Passport :

NRIC or Passport No. :

Mobile Phone No. :

Email :

Please tick (✓) if the data subject is an alumni of MIA.

CORRECTION OF DATA SUBJECT'S PERSONAL DATA

Please provide a description of the personal data to be corrected.

Declaration by the Data Subject

I,.....
hereby certify that the information given in this form and any documents submitted are true and accurate.

Signature :

Date :

Declaration by the Authorised Subject

I,.....
hereby certify that the information given in this form and any documents submitted are true and accurate.

Signature :

Date :



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For Office Use

Mode of Receipt

Attended by :

Updated by :

Signature/ date/ time

Signature/ date/ time
