

Collection Notice

Pre-assessment of overseas qualifications

This collection notice explains how the Victorian Institute of Teaching (VIT) may collect, use and disclose your personal information for the purpose of assessing overseas qualifications to determine their equivalency to an accredited initial teacher education (ITE) qualification.

Collection and use of personal information

The VIT collects your personal information for the purpose of conducting an overseas qualification assessment, including (but not limited to) assessing qualifications and supervised teaching practice. The VIT may also use this information to verify the accuracy and completeness of the information provided in support of your application.

Contact with third parties

To facilitate the assessment, VIT will request your consent to contact third parties to collect, use and disclose personal information relevant to your application. Where consent is provided, this may include contacting third parties (for example, universities or training providers) to obtain additional information required to verify the information provided or to complete the assessment. This may involve requesting information from those parties and/or disclosing relevant details of your application to enable them to provide the necessary information.

If VIT is unable to obtain the information required to complete the assessment, we may not be able to assess your qualifications or finalise the pre-assessment.

Additional uses

Personal information collected through this process (including assessment outcomes) may also be used, where appropriate, for analytical and reporting purposes such as to support service improvement, risk management and the continuous improvement of VIT's processes.

Disclosure of information

The VIT will not disclose your personal information without your consent unless required by law. You can request access to your personal information by contacting privacy@vit.vic.edu.au. You can also view VIT's Privacy Policy on [VIT's website](#).