

**DEPARTMENT OF ENGINEERING SCIENCE**

**DARS Contact Update Form for SOUE Members**

**To ensure your data are current and up to date please complete this form**

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| **Personal Details** |
| Surname        |  | First name       |
| Preferred name       | Middle name(s)       |
| Surname at Engineering Science *(if different)*  | Title       |
| Date of birth  | Name & title of spouse / partner      *(If applicable)* |
| Marital / partnership status       |
| Name(s) of children      *(If applicable)* | Name(s) of relatives at Engineering Science      *(If applicable)* |
| **Preferred Contact Details** |
| Address including Postcode / Zip Code       |
| Telephone       |  | This is [ ]  My home [ ]  Parents’ home [ ]  Business address [ ]  Other |
| Mobile       | Email       |
| **Alternative Contact Details** |
| Address including Postcode / Zip Code       |
| Telephone       |  | This is: [ ]  My home [ ]  Parents’ home [ ]  Business address [ ]  Other |
| Mobile       | Email       |
| **Your time at the Department of Engineering Science** |
| Matriculation year       |  | Final year left       |  | Degree & subject(s)       |
| College(s)       |  | Undergraduate tutor(s)       |
| Bursaries, scholarships & prizes       | Graduate supervisor (at Engineering Science)       |
| Involvement in clubs, societies and sports      ***Please turn over*** |
| **Your time since leaving the Department of Engineering Science** |
| Further education since leaving Oxford       |
| I am currently: | [ ]  Employed | [ ]  Retired | [ ]  In education | [ ]  Full-time parent | [ ]  On sabbatical | [ ]  Other       |
| Current employer      *(If retired, indicate previous employer and retirement date)* |  | Start date       |
| Current occupation      *(If retired, indicate previous occupation)* |  | Current position (job title)      *(If retired, indicate previous position)* |
| Honours & awards       | Directorships, committees & trusteeships       |
| Publications       |
| Other distinctions, memberships, achievements & current interests       |
| **Are you a member of the SOUE LinkedIn group? Yes or No** |
|       |
| **Additional Comments** |
| If you would like to add any additional comments, or to send a message to the Department of Engineering Science or Development Office, or submit any information that is not covered above, please use this space.       |

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| **Development & Alumni Relations System (DARS)** |
| As you may already know, the Department of Engineering Science will be transferring to a new database system, DARS, from the end of May. This system will hold the details of alumni, students, staff and friends previously held in separate alumni and development databases of the University and the participating colleges. The result will be a single, comprehensive database allowing, on a regulated basis, colleges, faculties, departments, administrative units, international offices, recognised alumni societies, and sports and other entities associated with the University (the ‘Participants’) access to all the data held in it. We hope that this will lead to the details of our alumni, students, staff and friends being kept more up to date and that it will help improve our communications with you. For past and present members of the Department of Engineering Science, we and any college(s) you still have affiliations with will be your primary contact within the collegiate University (if you wish us to be); DARS is not changing this.**Please note:** Your data will continue to be held securely. For full details on the way in which your data will be held and used, please see the Data Protection Statement at [**www.alumni.ox.ac.uk/data\_protection**](http://www.alumni.ox.ac.uk/data_protection) (or get in touch at the address below to request a hard copy). We hope that you will be happy for us to move the data held about you into DARS. Unless we hear back from you by the end of May, we will assume that the data we already hold on you can be transferred to the DARS system. However, if at any time you have any queries about the use of your personal data in DARS or wish to change the fact of, or extent of, use of your personal data, please contact our External Relations Officer, quoting your Alumni Card number, at the address or email address below.Please return this form to: Eva Williams, Department of Engineering Science**,** Parks Road, Oxford OX1 3JP, United Kingdom**,** Email: alumni@eng.ox.ac.uk  |