



## INFORMATION RELEASE AUTHORIZATION

Pursuant to the *Freedom of Information and Protection of Privacy Act*, we require any request to release a student's record, to anyone other than the student, be authorized in writing by the student.

To grant a family member, friend, or other representative, access to your student record, please complete the following information and submit the form to Student Services.

Student Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I declare that I am the individual named above and that this is my signature. I authorize Emily Carr University of Art + Design to grant the person(s) named below access to specified content in my student record:

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

The person(s) named above is (are) granted access to the following information in my student record:

Check all that apply:

- Financial Tuition and Payment Record (i.e. tuition, tax forms)
- Registration Record (ie. grades, transcripts, course registration)
- Financial Aid and Awards Record (i.e. student loan, scholarships)

*This authorization will not replace any authorization you may have already submitted with your student loan application.*

*Please note: This document will remain valid for the duration of your studies at the University unless otherwise notified in writing.*