



RECORDS, REGISTRATION + ADVISING
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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.