



Student Consent to Disclosure of Personal Information

The UTS College Privacy Officer can be contacted by email at privacy@utscollege.edu.au

This form is to be read in conjunction with the UTS College [Privacy Policy](#).

WHEN TO USE THIS FORM: The UTS College [Privacy Policy](#) lists common situations in which UTS College may disclose personal information to third parties. Students can use this form to provide express consent to UTS College to disclose the student's personal information (including sensitive or health information) to a third party, where such a disclosure is not within the scope of the UTS College [Privacy Policy](#).

THIRD PARTY PROOF OF IDENTITY: UTS College will disclose the student's personal information to the third party using the third party's contact details below. If the third party wishes to visit UTS College's campus to collect the student's personal information, they should bring a copy of this form and photographic proof of their identity.

THIRD PARTY CONDUCT: If the third party communicates directly with UTS College or wishes to visit UTS College's premises, that third party must treat UTS College staff with courtesy and respect. If a third party fails to treat UTS College staff with courtesy and respect, UTS College may refuse to provide the third party with the student's personal information and require the third party to end the conversation or vacate the premises.

HOW TO LODGE THIS FORM: Give one copy of this completed form to the third party and one copy of completed form to the area of UTS College you are liaising with (by email, post or in person).

Student's Details

Student's full name	
Student number	
Contact details	Postal address:
	Phone:
	Email address:

Third Party's Details

Third party's full name	
Contact details	Postal address:
	Phone:
	Email address:

Student's Express Consent

- I authorise UTS College to disclose any of my personal information to the third party, **OR**
- I authorise UTS College to disclose the following personal information to the third party (delete as applicable):
My contact details / My academic progress / My attendance/ My visa details / My fees paid or owing to UTS College/ Other (please specify)_____

This consent will remain in force until it is withdrawn by the student (by contacting the UTS College Privacy Officer).

For parents/guardians: *I acknowledge and agree that UTS College will share relevant personal information with me where appropriate and retains discretion over what communications are shared and when. While UTS College aims to keep parents and guardians informed about important matters such as academic progress, it cannot guarantee that every communication will be forwarded.*

Student's signature and date

Third party's signature and date