



Student Information Waiver

Policy Reference: **AD.1.1.1 Personal Information Schedule A**

AA211, Heritage Hall
 1301 - 16 Avenue NW
 Calgary, AB T2M 0L4
 Phone: 403.284.7248
 Toll-free: 1.877.284.7248
 Fax: 403.284.7112
 Email: inquiry@sait.ca

Please complete sections A to D and return to inquiry@sait.ca.

A) Personal Information

		Student ID Number	
Last Name		First Name	Middle Name
Address		City	Province
Preferred Number	<input type="checkbox"/> Home <input type="checkbox"/> Cellular <input type="checkbox"/> Business	Alternate Number	<input type="checkbox"/> Home <input type="checkbox"/> Cellular <input type="checkbox"/> Business
Email Address		Postal Code	

B) This information is to be given only to the following individual(s) or organization(s)

Relationship to me	Name, Email Address and Phone Number
Relationship to me	Name, Email Address and Phone Number
Relationship to me	Name, Email Address and Phone Number

C) Types of Releasable Information and Time-frame

Please allow the above listed individuals or organization(s) access to the following information effective of the dates listed below. *(Select all that are applicable)*

Grades
 Application Status
 Registration Information
 Account Balance
 Other *(please specify)*

Date from <i>(dd/mm/yyyy)</i> to <i>(dd/mm/yyyy)</i>	Duration of registration at SAIT
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D) Student Acknowledgement

I hereby give my permission/authorization for the disclosure of for SAIT to disclose my personal information to the above noted individual(s) or organization(s).

Signature	Date
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Collection Notice:

The personal information provided on this form is collected under the authority of the *Protection of Privacy Act* of the Province of Alberta, Section 4(c). This information will be used to respond to your authorization to release your official student record. Your personal information is protected by Alberta's *Protection of Privacy Act* and can be reviewed on request. If you have any questions about the collection or use of this information or to notify SAIT that you wish to withdraw your consent, contact the Privacy Officer at 1301-16 Avenue NW, Calgary, AB T2M 0L4, by email at Access.Privacy@sait.ca or by phone at 403.389.2707.

Records updated by	Date
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