



AUTHORIZATION FOR RELEASE OF STUDENT INFORMATION

Email completed form to: housing@keyano.ca

Instructions

Submit this form if you wish to allow Keyano College Housing to release your personal information which is in the custody and control of Keyano College Housing to the parties identified below.

FOR OFFICE USE ONLY	
DATE RECEIVED	ENTERED BY

Personal Data

LAST NAME (LEGAL)	FIRST NAME (LEGAL)	KEYANO STUDENT ID
PROGRAM/COURSE		YEAR

I give my permission/authorization for the disclosure of the following types of information. Select all that apply:

<input type="checkbox"/> Housing Application status <input type="checkbox"/> Email/written communications (strictly pertaining to housing application status) <input type="checkbox"/> Other (specify type of information): _____ _____ _____

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

NAME	RELATION TO ME (RELATIVE, FRIEND)	EMAIL ADDRESS:	PHONE NUMBER
NAME	RELATION TO ME (RELATIVE, FRIEND)	EMAIL ADDRESS	PHONE NUMBER
AGENT NAME	NAME OF AGENCY	EMAIL ADDRESS	PHONE NUMBER

This consent is only valid: A specific date _____ YYYY/MM/DD), or For the duration of the housing application process

I give my consent/permission for the disclosure of this information voluntarily. I know that consent is valid until the date listed on this form. I understand that I can withdraw my consent at any time by submitting a written request to the Keyano Housing Office

STUDENT SIGNATURE	DATE

The personal information requested on this form is collected under the authority of section 65 of the Post-Secondary Learning Act and section 33© of Alberta's Freedom of Information and Protection of Privacy Act and will be used for the purpose of admission, registration, issuing income tax receipts, scholarships and award, convocation, sending education information, library services, emergency notification, and for college research and planning. Certain personal information will also be disclosed to Statistics Canada to comply with the Statistics Act; Alberta Advanced Education to meet reporting requirements; Alberta Human Services for determining and monitoring student eligibility for their services; work experience and practicum sites to set up appropriate placements; Students' Association for the purposes of membership and information sharing; Syncrude Sport & Wellness Centre for the purposes of membership, Student Academic Support Services for the purposes continuous improvement of student academic success. For information about the collection and use of this information, contact the Housing Manager.