

## Privacy Change Request Form

During the admission and enrolment process at ECC, Students agree to ECC sharing some personal, sensitive or health information with others.

This form is used by Students wishing to *change their information privacy arrangement* with ECC at a later date. Once signed and submitted to ECC, this consent form will be kept on file until you rescind permission or you specify an end date.

Please read ECC's Privacy Policy before completing this form. If you have any questions regarding privacy of information at ECC, please contact the Quality and Compliance Manager +61 (8) 6279 1113.

Student Details			
Student #:			
Family Name:		Given Name:	

Privacy Details	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is it OK to release information to Parents?		
Is it OK to release information to Agent?		

Release Information to Others			
Family Name:		Given Name:	
Date of Birth:			
Driver's Licence or Passport #			
Relationship to you:			

Consent Details			
Duration of Consent: <input type="checkbox"/> Ongoing OR <input type="checkbox"/> End Date (please specify):			
I hereby authorise the above listed individual to:			
<input type="checkbox"/> Act on my behalf in ALL matters pertaining to my studies at ECC OR <input type="checkbox"/> To perform the following actions on my behalf (tick all that apply):			
<b>Enquiry</b> <input type="checkbox"/> <u>Academic details</u> only including but not limited to enrolment, registration, results and academic reviews <input type="checkbox"/> <u>Financial details</u> only including but not limited to Tuition Fees and account details		<b>Document Collection</b> <input type="checkbox"/> Academic Transcript <input type="checkbox"/> Course Completion Letter <input type="checkbox"/> Other (please specify):	
Student Signature:		Date:	
Proxy Signature:		Date:	

Return Completed Form to ECC
Completed Forms are to be given to Student and Academic Services staff at the Welcome Centre OR emailed to <a href="mailto:justask@ecc.edu.au">justask@ecc.edu.au</a>

Office Use Only			
Received by:		Privacy note added to Navigate	<input type="checkbox"/>
		Consent to Disclose Form saved in Student File	<input type="checkbox"/>