



Student Services  
Emily Carr University of Art + Design  
1399 Johnston St  
Vancouver BC V6H 3R9  
Tel: 604 844 3899  
Fax: 604 844 3089  
Email: reghelp@ecuad.ca

**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: \_\_\_\_\_

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 the following information in my student record:

Check all that apply:

- Financial Tuition and Payment Record (i.e. tuition, tax forms)
- Registration Record (i.e. 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.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student record access is granted to the following person(s): Please print clearly.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

*Please note: This document will remain valid for the duration of your studies at Emily Carr University of Art and Design unless otherwise notified in writing.*