

Release of Information and Protection of Privacy

Responsible Authority:	Office the Registrar
Date of Original Policy Approval:	2015 – 10 – 06
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PURPOSE

To document the college policy on Release of Information and Protection of Privacy as regulated by the MCU and the Freedom of Information and Protection of Policy Act.

SCOPE

All current and former students of George Brown College.

POLICY

1. Release of Information

If a student wishes to authorize a third party to make changes or access information in their student account or their academic record, the student must fill out an Office of the Registrar Consent to Disclose form. International applicants may assign a 3rd party agent via the OAS permission process.

The consent form must specifically indicate which aspects of the student account to which the third party has access.

The student must indicate on the form an end date in which the third party will no longer have access to the student's account or academic record.

2. Protection of Privacy

Personal information (any information about an individual) is collected and maintained for all students and employees of the College. Concerns or questions about the collection, use or disclosure of your personal information, should be addressed to the dean or director of your department or to the Office of the Registrar. Further information on the college's Freedom of Information and Protection of Privacy (FIPPA) policy is available at: <https://www.georgebrown.ca/about/anti-racism-equity-and-human-rights-services/freedom-of-information-and-protection-of-privacy-fippa>