



Authorization to Release Student Information

This form must be completed before the Office of the Registrar will disclose information to a third party.

Please submit the completed form by email to registration@georgebrown.ca, in person at the Student Service Centre on any campus, or by fax 416-415-4289. A copy of government-issued photo ID (e.g., Driver's License, Passport) must accompany this form to confirm your identity.

Personal Information

Last Name

First Name

Student ID Number

Street Address

Apartment/Unit Number

City

Province

Postal Code

Telephone Number *(include area code)*

Email Address

What Information Do You Want Released?

I authorize the Office of the Registrar to release the following protected student information:

Admissions Application Status

Registration and Enrolment Information

Account Balance Information *(including Fees, Refunds, Financial Holds)*

OSAP & Financial Aid Information

Grades, Graduation, and Transcripts (must be accompanied by a [Transcript Request](#) - \$15 + tax)

Other, please specify:

Who is this Information Being Released To?

Name of Individual/Organization

Email

Telephone Number *(include area code)*

Effective Date

Expiry Date *(must be provided)*

You have the right to revoke this authorization in writing at any time by submitting such written notification to the Office of the Registrar by email (registration@georgebrown.ca), in person at the Student Service Centre on any campus, or by fax at 416-415-4289. The request must include your signature. If sending by email, you must use your George Brown email account. A revocation will not impact information already released, or release of some information to insurance companies with the legal right to contest a claim.

Authorization

Signature

Date

This authorization is governed by the Freedom of Information and Protection of Privacy Act (R.S.O. 1990, Chapter F31), as well as other applicable provincial and federal laws. Such laws prohibit re-disclosure of any information disclosed to the recipient pursuant to this authorization unless this authorization specifically authorizes redisclosure.

George Brown College (the "College") collects the personal information on this form under the authority of the [Ontario Colleges of Applied Arts and Technology Act](#) and in accordance with the [Freedom of Information and Protection of Privacy Act](#). The College collects personal information for the purposes of administering its statutory objects and powers, programs, activities, and to carry out other services and functions. The College will secure personal information securely and use for such purposes as set out in the [George Brown Notice of Collection](#). If you have any questions about the collection, use, and disclosure of personal information at the College, please visit [Privacy Policy page](#). You may also contact the Privacy Office via email at privacy@georgebrown.ca.