

# STUDENT AUTHORISATION FORM



**Note:** This form is to approve a delegate to act on your behalf.  
 Please submit a hardcopy form in person to the Student Centre.  
 This form must be submitted before the chosen delegate can act on your behalf.

Student Number:								
Program Name:								
Family Name:				Given Name/s:				
Date of Birth:				Telephone:				
Student Email Address:								

## I authorise The University of Queensland to allow:

Name:	
Address:	
Relationship to Student:	
<b>Office Use Only: Identification of authorised person must be sighted:</b>	
Passport: <input type="checkbox"/> Photo ID - Drivers License <input type="checkbox"/> Staff Card <input type="checkbox"/> Student ID Card <input type="checkbox"/>	

## The right to: (tick preference)

<input type="checkbox"/>	Order and pay for a fast turnaround Transcript
<input type="checkbox"/>	Collect my Transcript
<input type="checkbox"/>	Other:
<input type="checkbox"/>	

on my behalf until \_\_\_ / \_\_\_ / \_\_\_

## Student Declaration:

I may terminate this authority at any time in writing. I declare that the information I have provided is correct and the information provided by the person/s authorised is also correct to the best of my ability and knowledge. I understand that there are penalties for giving false or misleading information.

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

<b>Office Use Only</b>	
Processed by: _____	SI-net and CRM updated: <input type="checkbox"/> Date: _____
Referred to Trim: <input type="checkbox"/>	

### Privacy Statement

The information on this form is collected for the primary purpose of authorising another party to act on your behalf. The information you provide on this form may be disclosed to relevant bodies for the request/s made in the application. Otherwise, this information will not be disclosed to a third party without your consent unless disclosure is authorised or required by law. For further information please consult the UQ Privacy Management Policy at: <https://ppl.app.uq.edu.au/content/1.60.02-privacy-management> Last review date: July 2015