

Privacy and Personal Information Protection Act 1998

APPLICATION TO ACCESS PERSONAL INFORMATION

Please complete this form to apply for access to personal information held by the University about you under the NSW *Privacy and Personal Information Protection Act 1998*. If you need help in filling out this form, please contact the Privacy Officers 9351 4263 or visit our website at www.sydney.edu.au/arms

1. Your details

Surname: **Title:** Mr/Ms/Dr/Prof
Other names:
Postal address: **Postcode:**
Day-time telephone: **Facsimile:**.....
Email:

2. Information sought

I request access under s.14 of the NSW *Privacy and Personal Information Protection Act* of 1998 to personal information concerning me held by the University of Sydney including:

(Use additional pages if necessary)

3. Form of access

I wish to inspect the document(s) Yes No
I require a copy of the document(s) Yes No
I require access in another form Yes No
(specify; for example transcript of audio recording)

Applicant's signature:

Date:

There is no fee for applications for personal information.

Please post this form to: Privacy and Right to Information
Archives and Records Management Services
c/- Archives A14
University of Sydney 2006

Please do not use this form for routine access to staff or student files.