

# Privacy and Personal Information Protection Act 1998

## APPLICATION TO AMEND RECORDS

Please complete this form to apply for amendment of 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](http://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 to be amended

Please describe the personal information about you that you would like to amend in enough detail to allow us to identify it and provide the reasons that you consider it to be incomplete, incorrect, out of date, or misleading. Please provide the information you consider necessary in support of your application. Additional pages may be used and supporting any documents should be attached.

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Applicant's signature: .....  
Date: .....

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**There is no fee for applications to amend records.**

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