

**ACCESS TO INFORMATION HELD BY THE UNIVERSITY OF AUCKLAND STUDENT
SERVICES ONLINE**

AUTHORISATION FORM

The University of Auckland ("University") has an online tool called Student Services Online ("SSO") which is accessed through the online student management system. SSO enables agencies that are acting on behalf of students to access information for the purpose of advising, submitting and tracking the progress of student applications.

The University requires that this written authorisation is completed and signed by the student before an agency can act on their behalf and access the student's applications on SSO.

Agency Details

Name of agency:

Student Details

Name:

Date of Birth:

Email address:

Authorisation

I, the Student, authorise the above Agency and any designated employees acting on their behalf to access any enrolment applications made by me or on behalf of me to the University ("my Application") through SSO.

I understand that access by the Agency to my Application will be solely for the purpose of advising, submitting and tracking progress of my Application to the University and the Agency will not disclose any information in my Application to another person without my written permission.

I confirm to the University of Auckland that I will allow the Agency to act on my behalf through SSO for a period of two years and six months from the date of the signing of this consent. I understand that I may withdraw consent to the Agent having access to my Application(s) at any time by notifying the Agent or the University in writing.

Signed: _____

Date: _____