

STUDENT ACCESS AND INCLUSION PERMISSION TO RELEASE CONFIDENTIAL INFORMATION

I _____ hereby:
(print student name)

- authorise Student Access and Inclusion staff to share and/or receive, relevant information and details about my disability or medical condition with or from, lecturers, tutors and other related staff at Southern Cross University (SCU) or relevant external specialists, for the purpose of arranging adjustments associated with my studies at University and for medical emergency; **and**
- acknowledge that:
- (a) if at any time, I wish the adjustments negotiated for me to be changed (including any requirements I have for end-of-session or period assessments or examinations), or the adjustments are not being provided, or I have any other disability access problems including access to print materials or physical access to parts of the campus, I must contact Student Access and Inclusion staff immediately; **and**
 - (b) I need to contact Student Access and Inclusion prior to the end of week eight (8) for all sessions to negotiate examination adjustments.

This authority covers the entire time I am enrolled at SCU, unless I withdraw it by notifying Access and Inclusion in writing.

SIGNED: _____

DATE: _____

STUDENT NUMBER: _____

Note to students of health-related disciplines involving clinical/professional placement: As a provider of health courses leading to professional registration with the Australian Health Practitioners Regulation Agency, the University has certain reporting obligations. If you have any questions or concerns, please contact Access and Inclusion to discuss.

We are requesting this information so that we can arrange appropriate study and examination adjustments and appropriate support services for you, as well as for medical emergencies. We may also use this information for directly related purposes, such as reviewing those arrangements/adjustments. Providing this information is voluntary. However if you choose not to provide it, we may not be able to provide you with the most appropriate support.

SCU's email service is cloud-based so when information is emailed it is disclosed to our cloud computing service providers. These servers are located in Hong Kong, Singapore and Ireland and we are reasonably satisfied that these countries have similar privacy protections to those under Australian law. Except as described in this form, will not use disclose your health or personal information to anybody else unless we are authorised or required to do so by law (e.g. in an emergency or for law enforcement purposes).

SCU is bound by the [Privacy and Personal Information Protection Act 1998](#) and the [Health Records and Information Privacy Act 2002](#). You may request access to your information at any time. To access or update your information, or for more information on our privacy obligations, ask to speak to our Privacy Contact Officer or email privacy@scu.edu.au. A copy of the University's Privacy Management Plan is available here: <http://policies.scu.edu.au/view.current.php?id=00018>