

**DATA PROTECTION ACT
THIRD-PARTY (incl. PARENTS)
PERMISSION FORM**



The following information is required in order for any member of staff at the University of Kent, including Kent Union staff, to correspond either in writing (including email) or verbally, to third-party individuals (including parents).

PART A Please enter **your** details in block capitals:

Surname:	Mr/Mrs/Miss/Ms:
Forename(s)	Student ID No:
Address:	Telephone No:
Postcode:	E-mail address:
In this section, please state the name(s) and the relationship to you of those individuals you are permitting us to meet with to disclose and discuss all aspects of your registration.	
Please include a photocopy of your student ID card along with this request. Failure to provide photocopies of such documentation may delay the progress of your request as the University will not release personal data to those named in this form unless we are fully satisfied as to your identity.	
Please add here any additional information which you feel is relevant.	
PART B Declaration	
<i>I am the data subject named in Part A of this document and hereby give permission, to all members of staff at the University of Kent, including Kent Union staff, to disclose and discuss all aspects of my registration with those detailed above.</i>	
<i>Please refer to our privacy notice found here: https://www.kent.ac.uk/about/assurance-and-data-protection/privacy-notice</i>	
Signed:	Date: