

THIRD PARTY PERMISSION REQUEST

Please note that this form must be lodged by the student in person at the Student Centre or sent via email from UC student email account.



UNIVERSITY OF
CANBERRA
AUSTRALIA'S CAPITAL UNIVERSITY

This form will only be accepted accompanied by the:

- Student's valid UC student ID card, proof of age card, drivers license or passport.
- Third Party's valid UC student ID card, proof of age card, drivers license or passport.

Email: Student.Centre@canberra.edu.au

Fax: 02 62015040 Student Centre: 1B150 Phone: 1300 301 727

PERSONAL INFORMATION

Student ID No.	Family name or Surname	Given Name(s)
<input type="text"/>	<input type="text"/>	<input type="text"/>
Contact Telephone Number	Student Email	
<input type="text"/>	<input type="text"/>	
Date of Birth	Current Mailing Address	
<input type="text"/>	<input type="text"/>	

I authorise the third party specified below to collect my:

- Academic Transcript Testamur (Graduation Certificate) Proof of Enrolment letter
 Statement of Account And to Pay my Account

Please note: Third party authorisation to act on a student's behalf regarding enrolment and full access to a student's University record will require a Power of Attorney.

Reason for collection / payment by a Third Party / Any other details:

Date of Collection / Payment	Student's Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

THIRD PARTY INFORMATION

Family name or Surname	Given Name(s)	Date of Birth
<input type="text"/>	<input type="text"/>	<input type="text"/>
Drivers License / Passport Number	Relationship to Student	
<input type="text"/>	<input type="text"/>	
Third Party Signature	Date	
<input type="text"/>	<input type="text"/>	

Third party will need to provide the same identification initially submitted with this form to collect documents.

Australia Government Higher Education Provider Number 00212K

Personal information collected by the University is subject to the Commonwealth *Privacy Act 1988*

Postal Address: Student Centre, University of Canberra, Bruce, ACT Australia 2601

Phone 1300 301 727 Fax: +61 (0)2 6201 5040 Email: Student.Centre@canberra.edu.au