

Consent to share

SAAS is bound by the General Data Protection Regulations and the Data Protection Act, 2018. This means we cannot discuss any aspect of a student's account, with anyone other than the student without the student's consent. Students can give us consent by filling in the attached form and agreeing a password with the third party (for example parents, husbands, wives, civil partners, student advisors or legal representatives).

Consent to share allows us to discuss any aspect of your account with a third party including all aspects of an application for funding, any overpayment action and sensitive personal information unless stated otherwise in the attached form.

Without this consent, third parties can contact SAAS to ask for general information only.

Consent to share form

Please note that you must fill all of the fields

Student details

SAAS student reference
number

Other reference (if applicable)

Full name

Date of birth

Address
(including postcode)

Authorised person

Relationship to student

Full name

Full address
(including postcode)

Email address

Please note that SAAS will only be
authorised to send information to the
contact details provided above.

Please give us a unique password. The person you have given permission to contact us on your behalf, must give us the password before we can speak to them. Do not use the password you have for your online account.

Password

- I, the student, confirm that I am the holder of the above account
- I authorise SAAS to disclose any personal information held by SAAS about me to:
Name of person
subject to the following restrictions (please insert as necessary)

I authorise SAAS to provide information to the authorised third party until:

- the end of current session
- completion of any complaint or appeal
- an overpayment has been paid in full
- the date specified

Signature

Date

You can scan and upload this form through the document uploader service on your online account **or**

You can post the form to:

Student Awards Agency Scotland
Broomhouse Drive
Edinburgh
EH11 3UT

Third party consent can be withdrawn at any time to the period specified in the form. You can do this by writing to us at the above address or emailing data_protection_mailbox@gov.scot

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