

Please complete all sections and ensure that information provided is clear and legible.

Section A Student Details

STUDENT ID NO : _____ TITLE (Please circle) : Mr / Mrs / Ms / Miss / Dr / Prof
FAMILY NAME : _____ GIVEN NAME : _____
TELEPHONE : _____ (Home) NRIC / PASSPORT NO : _____
: _____ (Mobile)

Section B Authorisation to Release Information

The information requested in this section is collected for the purpose of providing your authorisation to Monash University Malaysia to release information regarding your academic progress and records to third parties, such as your parents and/or guardians. In accordance with the Monash University Privacy of Student Records Policy, students are entitled to expect that their personal and academic information will not be subject to unauthorised interference or use. Disclosure of such information to a third party other than as described in the associated procedures is not permitted.

Parent/Guardian 1

FULL NAME : _____ TITLE : Mr /Mrs /Ms /Miss /Dr/Prof
(Please circle)
RELATIONSHIP : _____

Parent/Guardian 2

FULL NAME : _____ TITLE : Mr /Mrs /Ms /Miss /Dr/Prof
(Please circle)
RELATIONSHIP : _____

I, the above-named student, hereby authorise Monash University Malaysia to release the following information to my parent(s)/guardian(s) (as listed above) upon their request:

- ACADEMIC PROGRESSION AND STANDING
- REQUEST AND/OR COLLECT OFFICIAL ACADEMIC TRANSCRIPT/STUDENT LETTER (in person only)
- ALL OF THE ABOVE
- NONE OF THE ABOVE

STUDENT'S SIGNATURE : _____

DATE : _____

Note:

It is necessary for the authorised person(s) to present an ID with photo in person for verification of identity. Monash University Malaysia reserves the right to deny a request if there is any doubt about the identity of the person(s). For data security purposes, email enquiries on your records will not be accepted with the exception of enquiries from employer/prospective employer.

PRIVACY STATEMENT

I have read the Personal Data Protection Notice provided by Monash University Malaysia pursuant to Section 7 of the Personal Data Protection Act 2010 accessible via <http://www.monash.edu.my/>, which includes the purposes for which my personal data is collected/processed and classes of third parties to whom Monash University Malaysia may disclose my personal data.