

Access to records request form

Please note formal ID will need to be sighted before access to files are given. Acceptable ID would be a driver's license, Medicare card, and/or passport, this must be done in person at our office.

Full name:	
Student ID Number:	

I wish to request access to the following records:

CONFIDENTIAL

Signed:	
Print name:	
Date:	/ /

Please return this form to our office