

**Student Awards Agency Scotland**  
Saughton House, Broomhouse  
EDINBURGH, EH11 3UT  
0300 555 0505 [www.saas.gov.uk](http://www.saas.gov.uk)

SAAS is bound by the Data Protection Act. 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 and student advisers).

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

**Please note:** consent is only valid for the academic session in which we receive the consent form. You must fill in a new consent form for each academic session. You can cancel the consent at any time by making a request in writing.

For more information, please contact us on 0300 555 0505.

### Third party consent form

Please note that you must fill in all the fields below.

<b>Student</b>	
SAAS student reference number	<input type="text"/>
SAAS online username <i>Online-applicants only</i>	<input type="text"/>
Full name	<input type="text"/>
Date of birth	<input type="text"/>
Full address <i>including postcode</i>	<input type="text"/>

<b>Authorised person</b>	
Relationship to student	<input type="text"/>
Full name	<input type="text"/>
Full address <i>including postcode</i>	<input type="text"/>

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. This should **not** be the password you have for your online account.

Password

- I, the student, confirm that I am the holder of the above account;
- I authorise the Student Awards Agency Scotland to release my personal information (including any sensitive information) to the authorised person named above; and
- I understand that this consent will last only for the current academic session only.

Signature

Date

Please scan and upload this form via the document upload service on our website, [www.saas.gov.uk](http://www.saas.gov.uk), or you can post it to us.