

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, legal representatives or elected representatives and their office)

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

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
e.g. overpayments reference

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. 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 SAAS to disclose any personal information about me held by SAAS subject to the following restrictions (please insert as necessary):

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

End of current session

Until completion of any complaint or appeal

Until an overpayment has been paid in full

Until specified date

Signature

Date

Please scan and upload this form via the document uploader service on our website, www.saas.gov.uk

You can post the form to us at:

Student Awards Agency
Broomhouse Drive
Edinburgh
EH11 3UT

Consent can be withdrawn at any time to the period specified in the form.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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