VERIFICATION CONSENT FORM

La Trobe University is bound by Privacy Legislation (Victorian Information Privacy and Data Protection Act 2014 and Victorian Health Records Act 2001) and cannot disclose or release personal information about a student to a third party without the student's consent. The University will only release a student's information or documentation to a third party upon presentation of evidence of the student's consent. Students who require information to be released to a third party must complete this consent form.

To be completed by the Student

Student Details *(please print)*

Family Name

Given Name

Name when studying if different to above *(eg. Birth or Preferred name)*

Date of Birth

/ / (DD/MM/YYYY)

Contact Telephone Number

Email Address

@

Campus where studies undertaken

Student Identification Number

Course Name/s To Be Verified

Weighted Average Mark (WAM) *(available on request)*

La Trobe uses a Weighted Average Mark *(*WAM*)* calculation instead of a Grade Point Average (GPA). A WAM is an average mark that takes into account the credit point value of the subjects that students have completed. It is based on the actual mark of all subjects completed in a student's course at any given time.

Do you require WAM information to be provided? *(please circle)* **Yes** **No**

Student Declaration

I the undersigned, authorise La Trobe University to verify my enrolment and release information to the following third party.

Third Party / Company Name

Student Signature

_____

Date

/ / (DD/MM/YYYY)

Note: This form is only valid for one verification request. Forms will be processed within 15 business working days.

Third Party to submit completed form to Student Operations – **studentoperations@latrobe.edu.au** . CRICOS Provider Code: 00115M