

## **REQUEST FOR ACCESS:** PERSONAL INFORMATION OF A DECEASED INDIVIDUAL

The Registrar's Office will release the transcript and other academic records of the deceased student and reserves the right to deny the request in whole or to release only part of the academic records that are requested.

The closest living next-of-kin, executor of the estate, or holder of power of attorney for the deceased may submit this form. In order to process this request, we requrie the following documents:

Active Offer: This PDF document is available in alternate formats upon request. If you require an alternative format, please contact: <u>Registrar.Office@umanitoba.ca</u>.

- Death certificate of former student or alumnus
- Birth certificate of the requestor
- Obituary notice

## PART 1: APPLICANT INFORMATION

Last Name(s):	Given Name(s):
Email Address:	Daytime Phone:
Address:	Postal Code:
PART 2: DECEASED'S INFORMATION	
Last Name(s) of Deceased:	Given Name(s) of Deceased:
Student ID number of Deceased:	Relationship to Deceased:
PART 3: RECORD INFORMATION	
Records Requested:	
Purpose of Request:	
PART 4: SIGNATURE	
Signature:	Date:
ADMINISTRATIVE USE ONLY	
Released by:	_ Date:

Notice Regarding Collection, Use, and Disclosure of Personal Information by the University

This personal information is being collected under the authority of The University of Manitoba Act. The information you provide will be used by the University to administer access to personal information of third parties. The information you provide will not be used or disclosed for other purposes, unless permitted by The Freedom of Information and Protection of Privacy Act (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-7559), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.