



# Access Authorisation Form

## Details

Date:	
Name:	
Student ID:	
Course:	
Course Intake:	

## Section 1

### Reason:

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## Section 2

### Acknowledgement

I understand that my application for access to my personal file is controlled by DTW Designs (Qld) Pty Ltd's Privacy Policy

Print Name:		Signature:	
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### Authorisation

#### Authorisation for Processing

Action to be taken:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED
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Access Date:	
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### Comments:

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Signed:		Position:	
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Print Name:		Date Processed:	
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**UNCONTROLLED IN HARD COPY FORMAT**