

Data Protection Act 1988 and Data Protection (Amendment) Act 2003
UCD Data Access Request Form

A fee of €6.35 and copy ID (passport or driver's licence), must accompany this form

Section A - please complete this section:

Full Name.....

If you are a current or former student, please give:

Student number.....

If you are a current or former staff member, please give:

UCD School or Unit.....

If neither a student nor a member of staff, please indicate below your relationship with the University, including dates:

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Postal address

.....

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Telephone/email address

.....

Section B - please complete this section:

I,..... [name] wish to have access to data that I believe the University holds about me as outlined below.

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Signed.....Date.....

Please return this form to: Data Protection Office, University College Dublin, Roebuck Castle, Belfield, Dublin 4.