Class Organizer
Confidentiality Statement

I understand that my role as a volunteer class organizer involves working with personal information of alumni, donors and friends. The reputation of the University of Alberta could be negatively affected by misuse – or disclosure – of the information to which I have access.

The Freedom of Information and Protection of Privacy Act governs the collection, use and disclosure of personal information.

With this in mind, I would like access to the following class list:

(Please specify year and area of study for the list that you are requesting e.g., 1970 Chemical Engineering)

The purpose of collecting information to which I am privy can only be used for the following stated purposes:
1. To develop and support ongoing relationships with alumni and friends.
2. To support ongoing activities of the University of Alberta by communicating information on programs and events to alumni, donors and friends
3. To support the fund-raising initiatives and activities of the University of Alberta.

I abide by the provisions of the FOIPP Act that this information shall not be made available or disclosed, either intentionally or accidentally, except for the purposes in which it was collected.

All donor and prospect information maintained by the University of Alberta shall be considered information in the custody and control of the University of Alberta.

I acknowledge that I have read and understood the above information.

__________________________________       ____________________________
Signature             Date

__________________________________       ____________________________
Name (Please Print)                  Witness

For more information please contact Tracy Salmon, email: tracy.salmon@ualberta.ca or phone (780) 492-2515