



APPLICATION FOR PERSONAL DATA RELEASE TO A THIRD PARTY

I, _____ (insert name)

authorise South Devon College to release personal data to:

Name: _____

Signed: _____ Date: _____

Data Protection

South Devon College adheres to the 8 principles of the Data Protection Act 1998

- Personal data shall be processed fairly and lawfully.
- Personal data shall be obtained only for one or more specified and lawful purposes and shall not be further processed in any manner incompatible with that purpose.
- Personal data shall be adequate, relevant and not excessive in relation to the purpose for which it is processed.
- Personal data shall be accurate and, when necessary, kept up to date.
- Personal data processed for any purpose shall not be kept for longer than is necessary for that purpose.
- Personal data shall be processed in accordance with the rights of data subjects under this Act.
- Appropriate technical and organisational measures shall be taken against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.
- Personal data shall not be transferred to a country or territory outside the European Economic Area, unless that country or territory ensures an adequate level of protection of the rights and freedom of data subjects in relation to the processing of personal data.

South Devon College use	
Personal data released by:	Date:

A copy of this form should be provided with the evidence