

**CONFIDENTIAL ADVICE RECORD 2019/20**

|  |  |
| --- | --- |
| First Name |  |
| Last Name |  |
| Email |  |
| Telephone |  |

**GSA Representation, Advice and Welfare Service**

GSA Terms and Conditions

The GSA is committed to providing a confidential advice and welfare service in keeping with the General Data Protection Regulations 2018. Any information that you choose to divulge during this and subsequent correspondence will be stored manually and/or electronically in line with the GSAs Data Protection Policy.

If there is a risk of harm to yourself or others, or we have reason to suspect criminal activity, we may deem it necessary to inform the relevant authorities. In the course of dealing with this case, it may be necessary for the adviser to speak to colleagues at the GSA, YUSU or other members of University staff. The adviser will not disclose specific information such as names, dates of birth, courses or contact details, and those whom we speak with will also be bound by relevant Data Protection regulations. The GSA will not speak to external persons without obtaining your express consent first; either verbally or in writing.

The GSA may periodically use data collected to inform policy and lobby for improvements to the student experience at the University of York. The data will be fully anonymised and the GSA will ensure that no student can be identified by any data used in this way.

The GSA Data Protection Policy can be found on the GSA website.



I agree to the terms and conditions for this appointment: Please tick

|  |  |
| --- | --- |
| University Username |  |
| Primary Academic Department |  |
| Programme of Study |  |
| Degree Level | UG MA MSc MPhil PhD other |
| Are you Studying  | Full time Part-time Distance Learning  |
| Fee Status |  |
| Nationality |  |
| Start Date of Study Programme |  |
| Nature of Enquiry  |  |

Signature of student …………………………………………………………………. Date ……………………………………………..