



Student Code of Rights and Responsibilities Policy (SCRR)
Consent Form for Support Person to attend Consultation

I _____, give my consent for _____ to attend the consultation on _____ with the Complaints Coordinator or delegate of the Student Code of Rights and Responsibilities on the Respective Campus.

I understand that _____ will be present during the consultation where confidential information will be discussed. I understand the risks associated with sharing my personal and confidential information with the individual present at today's consultation.

As stated in the Student Code of Rights and Responsibilities Policy, Section 9, all matters relating to the Student Code of Rights and Responsibilities and accompanying Procedures shall be handled with confidentiality and in accordance with the Access to Information and Protection of Privacy Act, 2015, cA-1.2, other privacy legislation to which the University is subject, and University policies. All persons involved in the Complaint (including personal supports) related to this policy are required to maintain confidentiality.

Notification by the student to the Student Code of Rights and Responsibilities Coordinator (St. John's Campus), Director, Student Affairs (MI); or the Registrar/Director of Student Services (Grenfell Campus) or delegate, of the identity of the support person, must be given at least three (3) days before the first scheduled meeting/interview.

Signature of Complainant/Respondent

Date

Complaints Coordinator or Delegate

Date

Signature of Support Person

Date

The information on this form is collected for addressing incidents of Concern regarding the Student Code of Rights and Responsibilities, and is a required part of the informal and formal resolution process outlined in the policy and procedures. The collection of information is authorized under the Access to Information and Protection of Privacy Act, 2015, cA-1.2, and is maintained by the Complaints Coordinator on each respective campus to enhance the learning environment and no other purpose. If you have questions about the collection and use of this information, please contact the individual listed below for the campus which you are enrolled:

- **St. John's Campus, Harlow Campus, Signal Hill Campus and Labrador Campus** – Director, Student Life;
- **Marine Institute** – Director, Student Affairs; or
- **Grenfell Campus** – The Registrar and Director of Student Services.