

CONFIDENTIALITY & CONSENT AGREEMENT FORM (REQUIRED)

STUDENT INFORMATION (PLEASE PRINT)	
First and Last Name:	
Student ID Number:	
UWaterloo Email address	@uwaterloo.ca

STEP 1: READ THE AGREEMENT

Following all applicable legislation and privacy standards, your information is kept confidential within the AccessAbility Services (AAS) department. In order to support a streamlined service delivery, AAS staff may access your personal information for the purposes of designing and facilitating accommodation plans, or facilitating other service delivery within the scope of the AAS office. There are a number of situations in which AAS may disclose your information without your consent. These include (but not limited to):

- Emergency situations (harm to self or others is imminent or occurring or there is a very high risk of imminent harm to self or others)
- When there are reasonable grounds to suspect that a child (under age 16) or a senior in a long-term care facility is in need of protection.
- For the purpose of a legal proceeding or complying with a court order, or for the purpose of administration and enforcement of various Acts by professional Colleges, Associations, and other regulatory bodies.
- Reported sexual abuse by a regulated health professional/regulated professional.

More information is available on the [Confidentiality and Disclosure of Information](#) web page.

STEP 2: INDICATE YOUR CONSENT

AccessAbility Services may need to engage with campus partners as part of facilitating your accommodation plan. For example, we may need to verify that you are registered with AccessAbility Services, and your accommodation eligibilities. Read through the list of campus partners/services below and use the checkboxes to indicate the services you authorize AccessAbility Services to release information to in order to facilitate your accommodations:

- ☐ Academic Unit and Academic Support Units (e.g., professors, instructors, instructional support staff, academic advisors, department chair, Registrar's Office, Centre for Extended Learning) for facilitating academic accommodations.
- ☐ Student Awards & Financial Aid to confirm your eligibility for funding through the Bursary for Students with Disabilities (BSWD)
- ☐ Co-operative Education to facilitate accommodations related to your co-op work terms.
- ☐ Library to enable access to library services, such as alternate format of course materials.
- ☐ Athletics to enable access to campus recreation (e.g., Move Your Mind) and/or to accommodate you as an athlete with a disability or disability condition (e.g., Injury).

Note: This consent will cover your entire academic career at the University of Waterloo. You can withdraw your consent at any time by contacting AccessAbility Services.

STEP 3: SIGN AND DATE

By signing below, I confirm that I have reviewed the confidentiality and consent agreement above, had the opportunity to ask questions, and I consent to AccessAbility Services sharing information with the campus partners selected above.

Student signature:	Date (DD/MM/YYYY): _____
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