

Details of the Data Subject			
Name:			
Address:			
		Post code:	
Email:			
<b>Please indicate your relationship with the University:</b>		<b>Students</b>	
We will automatically search the following units for personal data: <ul style="list-style-type: none"> <li>Students and alumni: student/alumni records system and the applicant's school and faculty,</li> <li>Staff: Personnel file from HR and the applicant's home department</li> </ul>		<b>Staff</b>	
		<b>Alumni</b>	
		<b>Other</b>	
<b>If you are neither staff nor student please explain connection with the University and which list which units you would like to be searched:</b>			
<b>If you believe that there is information held in other units which you would like to be searched please give details here:</b>			
Details of the person making the application, if different from the Data Subject			
<b>Note:</b> If you are not the Data Subject you should enclose their written authority permitting you to make this request			
Name:			
Address:			
		Post code:	
Email:			
Describe your relationship with the Data Subject			
<b>I enclose the following:</b>			<b>Tick (✓)</b>
Proof of identity (ID card, driving licence or passport etc. Photocopies are acceptable)			
Written authority permitting you to make this request (if you are not the Data Subject)			
<b>Signature</b>		<b>Date</b>	
Please return this form to <a href="mailto:data-protection@bradford.ac.uk">data-protection@bradford.ac.uk</a> or to The Data Protection Officer, D21a Richmond Building, University of Bradford, Bradford, BD7 1DP			