



Reference Number: _____

Third Party Consent Form

Consent for a third party to act on a student's behalf in connection with the following procedures:

- | | |
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| <ul style="list-style-type: none"> • Academic Appeals • Student Complaints Procedure • Academic Misconduct Procedure | <ul style="list-style-type: none"> • Disciplinary Procedure • Fitness to Practise Procedure |
|---|---|

Section A: Details of the student authorising a third party to act on their behalf

Name:	
Location:	
Programme:	
Student No.:	
Tel. No.:	
Email:	

Section B: Details of the person authorised to act on behalf of the student

Name:	
Role/Relationship to the student:	
Address:	
Tel. No.:	
Email:	

Section C: Special Instructions/conditions

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Section D: Declaration by the Student

- I confirm that I am the person detailed above in Section A.
- I confirm that the authorised person in Section B above is happy to act in this capacity.
- I confirm that I will pass all relevant information relating to the procedure(s) to the authorised person.
- I confirm that the authorised person has not been suspended or excluded from the College for any reason and is not in debt to the College.
- I understand that I can withdraw this consent by notifying The Complaints Officer in writing at h.stokley@spurgeons.ac.uk

Signed:	Date:	
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Document control box			
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Next review date	Jan 2022		
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Quality Code consulted			
Member of staff responsible	COO (Complaints Officer)		