

6.g. Information Release

Subject	Students	Effective From	Sep - 2011
Policy #	6.g.	Latest Revision	Dec - 2023
Title of The Policy	Information Release	Next Review	Dec - 2024
Responsible Entity	Colleges Councils, Admission and Registration Unit	Policy Pages	1
Definitions	AAU: Al Ain University		
Purpose	Maintaining the privacy and confidentiality of data and records of AAU students enclosed.		
Scope	All AAU students		
Statement	This policy defines the rights of individual privacy, the confidentiality of records, and the best interests of the student and institution.		
Procedures	<ul style="list-style-type: none"> • The University may disclose routine information without prior notice or written consent from the student. Such information is limited only to the following; the student's name, degree received, major of study, and any awards that the student have received while at the University. • A student or staff has the right to inspect, and review all documents that are kept in his/her record, and request to change or update his/her personal data. The University may release information other than routine information upon written consent from the student. • This consent must specify the information that is to be disclosed by the University, and provide the names and addresses of the individuals or institutions, to which the disclosure is to be made. • The University reserves the right to disclose the student's academic records to the student's parents, and/or to any private or public authority that might be sponsoring the student. 		
Recent Changes			