

## Personal Information Bank Form

November 14, 2012

<b>Title (Name) of PIB:</b>	<b>File Number:</b>
HEAT (Call Tracking System)	N/A
<b>Location – Primary Office:</b>	
Access to Students with Disabilities, Edmonton Alberta	
<b>Location – Other Offices:</b>	
Computing Services (server) located at AU, Central, Athabasca	
<b>Information Maintained (description):</b>	
Information regarding student diagnosis of disabling condition, support service requirements, student appointments/correspondences regarding accommodation requirements, letters for students confirming various accommodation requirements	
<b>Individuals:</b>	
Students, prospective students and staff	
<b>Legal Authority:</b>	
Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy	
<b>Purpose:</b>	
Record of correspondences regarding student/prospective student case files.	
<b>Remarks:</b>	