

## Personal Information Bank Form

Date: Oct 31, 2012

<b>Title (Name) of PIB:</b> Masters Share (transitioning to Alfresco – MscIS program folder)	<b>File Number:</b> N/A
<b>Location – Primary Office:</b> School of Computing and Information Systems server (on-line database)	
<b>Location – Other Offices:</b> CCIS2 server share	
<b>Information Maintained (description):</b> Applicants-Fall/Winter/Spring, Admissions, Career Track-Completed, Course registrations numbers and statistics, Graduate Letters, Honoriam Payments, MScIS Applicant Summary, Grad Scholarships and Exam –Final grade report templates	
<b>Individuals:</b> Students and potential students	
<b>Legal Authority:</b> Section 33 (c) of the <i>Alberta Freedom of Information and Protection of Privacy Act</i>	
<b>Purpose:</b>	
<b>Remarks:</b> Database is used for storing information pertaining to the MScIS program.	