

Personal Information Bank Form

Date: October 31, 2012

Title (Name) of PIB:	File Number:
MScIS Advising System	N/A
Location – Primary Office:	
School of Computing and Information Systems server (on-line database)	
Location – Other Offices:	
on-line database	
Information Maintained (description):	
Student Personal information including Id, phone number, email address, mailing address. Withdrawal, Exam, and Extension requests. Course Registrations, Program Continuations, Project/Essay Binding Costs, Essay/Project Course Registrations, Application Questionnaires, Letter of Permissions, Transfer Credit Requests and Study Plans	
Individuals:	
Students	
Legal Authority:	
Section 33 (c) of the Alberta <i>Freedom of Information and Protection of Privacy Act</i>	
Purpose:	
Database is used for application, admission, registration services and advising purposes for the MScIS program.	
Remarks:	