

Personal Information Bank Form

Date: June 14, 2012

Title (Name) of PIB:	File Number:
HEAT (Call Tracking System)	N/A
Location – Primary Office:	
Counselling Services	
Location – Other Offices:	
Computing Services (server) located at AU, Central, Athabasca.	
Information Maintained (description):	
Demographic information, counselling session details, case notes and related e-mail exchanges with students.	
Individuals:	
Students, prospective students and staff.	
Legal Authority:	
Section 33 (c) of the Alberta <i>Freedom of Information and Protection of Privacy Act</i>	
Purpose:	
Remarks:	