

9. Privacy Statement

FFWS is committed to providing our students and potential students with privacy regarding their personal and financial information. Any personal information provided to FFWS is managed according to the *Alberta Freedom of Information and Protection of Privacy (FOIP) Act*. This means that, at the point of collection, you will be informed that your personal information is being collected, the purpose for which it is being collected, and that you have a right of access to the collected information. This privacy is extended to all schooling and financial matters if approved for sponsorship.

As part of the FFWS post-secondary approval process, students must read, complete, and sign the *Student Consent to Release/Obtain Personal Information Form*. This form is used for the collection of personal information and for the purpose of managing the consent for disclosure of personal information. It allows FFWS access to information from and/or to release student information to post-secondary institutions, banks, government funding agencies, First Nations, or any other relevant organization.

No personal information will be released to anyone other than the sponsored student or one of the aforementioned organizations without specific signed consent by the student (Consent to Release Information form). **This includes family members.** Consent must be given with **each** sponsorship period.

Please note that just because consent may be given for your funding officer to release information pertaining to your sponsorship to the person(s) listed on the Consent to Release Information form, this does not mean that this person(s) should be the main point of contact for the student's sponsorship. **Regular communication is expected to be done solely with the sponsored student, not a parent, family member, spouse, etc.**

Any questions regarding privacy or the handling of personal and financial information should be directed towards your funding officer.