

Upon retiring from the University of Ottawa, you may wish to stay informed about activities and matters of interest to you. The purpose of this form is to obtain your consent to release your personal information as described below.

Part 1 - Identification

Name: _____ Employee No.: _____
Last Name First Name

Part 2 – Personal information (all fields below must be filled)

Address: _____
 Email: _____
 Telephone number: _____
 Faculty or service: _____
 Retirement date: _____
 Preferred language: French English

Part 3 - Consent and authorization to disclose personal information

I AUTHORIZE the University of Ottawa Human Resources to release my personal information as provided in Part 2 of this form (as updated from time to time) for the following purposes (check applicable boxes):

	Yes	No
To be contacted by retirees associations		
• Administrative Staff Retirees Association (ASRA)	<input type="checkbox"/>	<input type="checkbox"/>
• Association of Professors Retired from University of Ottawa (APRUO)	<input type="checkbox"/>	<input type="checkbox"/>
To receive invitations to special events hosted by uOttawa faculties and services	<input type="checkbox"/>	<input type="checkbox"/>

Part 4 – Employee/retiree signature

I UNDERSTAND that I may revoke this consent at any time by giving written notice to the Human Resources.
I ACKNOWLEDGE THAT I HAVE READ AND THAT I UNDERSTAND this consent form.

 Employee's/retiree's signature

 Date (dd/mm/yyyy)

Your personal information is collected under the authority of the *University of Ottawa Act, 1965*, in accordance with the *Freedom of Information and Protection of Privacy Act* of Ontario and with *University Policy 90*. If you have questions about the collection, use and disclosure of your personal information, contact:

Human Resources, Tabaret Hall, 550 Cumberland Street, Room 019, Ottawa, Ontario K1N 6N5
 Telephone: 613-562-5832. Toll-free: 1-877-868-8292. Fax: 613-562-5206 Email: hrinfo@uOttawa.ca