Data Protection
Subject Access Request Form

The following information is required to help us provide a timely and accurate response to your request.

Surname	
All forename(s)	
Address	
Telephone number	
E-mail address	
Date of birth	
If you are or have been a student at the University of Exeter (Cornwall Campus) or Falmouth University please provide: Student ID: Dates of study: Department of study:	
Please describe the information you are interested in obtaining. Please provide as much detail as possible including dates to help us locate the information. If you do not specify what information you require we will carry out a general search of our records.	

Declaration: I am the data subject named above and hereby request, under the provisions of the General Data Protection Regulation, that Falmouth & Exeter Students' Union (FXU) provide me with a copy of the personal data held about me as specified above. I understand that FXU will contact me to verify my identity.

Signed: **Date**:

Please return to: Data Protection, FXU, Penryn Campus, Penryn TR10 9FE or by email to dataprotection@fxu.org.uk.