P@T FAQs

What if something is recorded about a student in first year and then it is no longer
relevant
?
 Can the student request it is removed from their file?

Absolutely
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 and this goes for any information that the student requests to be removed.

be used to store all student
-related information electronically, but the use of this system will not
be available until 2014.

Some programmes
 already use electronic files to store student information, so please refer to
your programme administrator about your programme’s
 preferred method.

Why is it necessary to record confidential information? Is it
 useful for appeals and ECs if
the student gives permission? Are there any other reasons?

This information is used for appeals and ECs
,
 and complaints to an extent.

 However
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 always
tell the student that you will record the info and give them the option to say
“please don’t
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Often the information comes by way of email so we have it written down anyway. QP97 Tw 3.87 0 Td
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