

# Information authorisation

for processing an applicant appraisal from abroad



OTTO VON GUERICKE  
UNIVERSITÄT  
MAGDEBURG

DER KANZLER

**PLEASE NOTE:** If information is missing, the authorisation cannot be processed

## Issuer of authority: (current address)

Name:	
First name:	
Date/Place of birth:	
Street, no.:	
Post code / City / Country:	
Student-ID:	

## Authorised representative:

Name of company / agency / person:	
Contact:	
Address:	

## Note to issuer of authority:

Based on this information authority, the authorised representative can obtain information on the following: (Please tick as appropriate)

1.  Period of enrolment
2.  Course/s of studies
3.  Degree/s achieved or not achieved
4.  Final mark(s), if available
5.  Final qualification level
6.  .....

This authority can be used for the authorised representative to obtain information on a one-off basis. Any revocation of the authority is possible according to Art. 7 paragraph 3 sentence 1 GDPR and must be notified to the Otto-von-Guericke-University Magdeburg in written form.

Place, Date	Signature of the issuer of authority

The **original** of this document, duly signed, shall be sent with a **copy of the passport or identity card** to:  
Otto-von-Guericke-University Magdeburg  
Department of Academic Affairs  
Campus Service Center  
Postfach 4120  
39016 Magdeburg  
GERMANY

## Processing notes by Otto-von-Guericke-University Magdeburg

Passport / ID card presented:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Post to authorised representative:		
Post to issuer of authority:		