



Deletion of Personal Data Request Form

Introduction

This request is made by a previous year's applicant (you) to the Central Applications Office (Universities and other Higher Education Institutions) (mentioned below as 'CAO') for the deletion of personal data held as part of your application held by the CAO (and any higher education institutions (mentioned below as 'HEI') you have applied to) under article 17 of Regulation (EU) 2016/679 of the European Parliament and of the Council (General Data Protection Regulation) (mentioned below as 'GDPR').

In order to process the request, you must print this form, enter the details required below, sign and date this request form and return via post to the CAO. All applications should be addressed to;

Data Protection Officer,
Central Applications Office,
Tower House,
Eglinton Street,
Galway.

Information Required to Process Request

Name: *(as it appeared on your CAO application)*

CAO Number:
(If known)

Year of
Application:

Address: *(As it appeared on your CAO application)*

Date of Birth:

Email: *(As it appeared on your CAO application, if known)*

Current Email: *(For correspondence, if different from above)*

Telephone
Number:



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Acknowledgement

By making and signing this request form you acknowledge the following:

- a) That this deletion is irreversible.
- b) That the CAO is unable to delete your application where you have been offered a place on any course as part of your application, as it is required in the public interest to record potential college acceptances for the purposes of the administration by HEIs of the free fees scheme.
- c) That where you have been deemed eligible for a place on the HEAR or DARE access schemes, you will be unable to carry this eligibility forward in to the next application season. (This is only relevant to last year's applicants).

Signature: _____

Date: _____