



UNIVERSITY OF CAMBRIDGE

Governance and Compliance
Division

SUBJECT ACCESS REQUEST FORM

It is not mandatory to use this form but it will help us to give a timely and accurate response to your subject access request under data protection legislation. Please complete the table below and return the form by email (or post) to the Information Compliance Office.

Date	
Title (Mr, Ms, etc.)	
Surname	
Forename(s)	
Address	
Email address	
Preferred response format (email or post)	
Other name(s) by which you have been known (if applicable)	
Relationship to the University	
Proof of ID enclosed/attached (ideally send a photocopy/scan of one form of photo ID)	
Description of your request, including information to help us locate the personal data you seek	

Information Compliance Office
Governance and Compliance Division
The Old Schools, Trinity Lane
Cambridge, CB2 1TN
Tel: +44 (0) 1223 764142
Email: data.protection@admin.cam.ac.uk