

NPE

If you would like someone to act on your behalf regarding matters related to your exchange while you are overseas, you will need to provide a Nominated Proxy. Under the *Privacy Act*, we can only discuss your exchange with yourself and the individual that you have authorised via this form.

We will only use this information to contact your nominated person in order to discuss your university program overseas, or to take care of relevant arrangements here at La Trobe University while you are overseas. This Nominated Proxy will expire at the end of your exchange program once your exchange grades have been transferred.

Nominated proxy

Name _____

Relationship to student _____

Proxy contact number _____ Proxy contact email _____

Please read and sign the statement below

I, _____ understand that I am authorising

(listed above) to act on my behalf, regarding exchange and University matters, while I am overseas.

I understand that I may change this authorisation at any time by notifying La Trobe International in writing of my decision.

Signed _____ Date (dd/mm/yyyy) / /

Print name _____ Student number

Submission information

- Student to submit original to Ask La Trobe
- Student give submit copy to La Trobe Abroad (with date submitted to Ask La Trobe written on the form)
- Student to give a copy to their proxy
- Copy to be kept by student

Date submitted (dd/mm/yyyy) / /