Access To Information

The University of Guelph is committed to openness and transparency of its operations, activities, policies, and procedures through regular publications and online resources. These practices are consistent with the *Freedom of Information and Protection of Privacy Act* (*FIPPA* or the "Act") \([s.33][1]\) which stipulates that this information should be made readily available to the public. Such information can be found in our *eReading Room* \([2]\).

Although the University routinely provides public access to a wide range of information about its operations, staff, students, and members of the public are welcome to request specific access to other general information or to their own personal information within the custody or control of the University. While every person has a right of access to information under FIPPA \([s.10][3]\), the University welcomes informal requests as well \([s.63][4]\). (Please note that requests for access may be subject to certain exclusions and exemptions.)

Making a request for information under FIPPA requires the University to follow a legislated process. Please visit the [How to Make an Information Request][5] page for details on this process. Formal requests are processed through the University Secretariat, pursuant to the university’s *Delegation of Authority* \([6]\) instrument.

For further information or if you have any questions about the legislation in relation to the university please do not hesitate to contact us.

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