

**Auburn University**  
**Graduate School**  
**Data Confidentiality Agreement Form**

It is the policy of the Graduate School of Auburn University to protect the privacy of its students, staff, and faculty. Therefore anyone receiving access to Graduate School data must complete this Data Confidentiality Agreement Form. The Graduate School will retain a copy of this agreement as part of each employee's personnel file to ensure that data communicated as part of that employee's job function is solely for the purpose agreed upon by the undersigned parties.

All data/information in any official Graduate School programs including but not limited to: Student and Faculty files; AUCUPS; AUETD; AUPLUS; CAMPUS; GAAAP--GS STAFF; GAAAP--STUDENTS; GFAQS; GSPOST--DEPARTMENTS; GSPOST--GS STAFF; GSPOST--STUDENTS; GWAAP--APPLICANTS; GWAAP--DEPARTMENTS; GWAAP--GS STAFF; IGAA; INGRP; PKP; PYG; TODIC; TOUCHNET; WEB FOCUS; OASIS SIS; OASIS FRS; and OASIS HRS are subject to these privacy restrictions under Graduate School and Auburn University Policy, Alabama State Law, and United States Federal Law.

I, (**employee name here**), do hereby agree/acknowledge that confidential information to which I have access as an employee of the Graduate School and Auburn University will be used solely for the purposes of performing my normal business activities at the Graduate School. I agree that I will not in any way, distribute or cause to be distributed by print, electronic, or vocal means any confidential information, except for those purposes stated above.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisory Witness: \_\_\_\_\_ Date: \_\_\_\_\_