



Government Information (Public Access) Act 2009 **INTERNAL REVIEW APPLICATION**

Please complete this form to apply for internal review of a decision made under the *Government Information (Public Access) Act 2009* (GIPA Act).

You must lodge this form with us **within 20 working days** after notice of the decision was given to you.

If you need help completing this form, please contact the Right to Information Officer on 9351 4263 or visit [our website](#).

You can send your completed form to us via email at gipa.enquiries@sydney.edu.au, or by post to:

Right to Information, Archives and Records Management Services, c/- Archives A14, University of Sydney 2006

Your details

Title

First Name

Last Name

Please provide your preferred method of contact.

Email

I agree to receive correspondence at this email address.

Postal address

Suburb

State

Postcode

Contact phone number

University of Sydney Student or Staff ID (if applicable)

Date

Decision details

Please provide details about the decision you want us to review:

File reference

Date of decision

It will assist us if you explain why you are seeking an internal review and whether you want all or part of the decision reviewed.

Application fee

An application is not a valid application until a \$40 application fee is paid.

Payments can be made through our [Payment Portal](#).

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Privacy

The supply of the information on this form is voluntary, but if you do not provide all the information requested, the University may not be able to process your request.

The information on this form will be used by the University to process your application and will not be disclosed outside the University without your express consent except where required or authorised by law.

Any enquiries regarding access to, or correction of, personal information about you held by the University should be addressed to the Privacy officers at privacy.enquiries@sydney.edu.au