


NORMAN MANLEY LAW SCHOOL

	DEPARTMENT: Office of the Principal	DOCUMENT NO: OP/ARPDFo/05	Page 1 of 2
	TITLE: Application for Rectification of Personal Data Form (ARPDFo)	REVISION NO.: 00	REVISION DATE: August 8, 2024

*The Data Protection Act, 2020 Application for Rectification of Personal Data
(Under Section 13(1) Of DPA)*

Reference No: *(For Internal Use Only)*

(Please state the name and address of the data controller to whom the application is being directed).

1. Data Controller:

Council of Legal Education, Norman Manley Law School,
8 Ring Road, P.O. Box 231, Mona, Kingston 7,
The University of the West Indies, Mona Campus,
JAMAICA, WEST INDIES.

2. Name of data subject: (Print)

Last First Middle

3. Name of applicant: (If acting on behalf of a data subject)

(Print)

LastFirst Middle

4. Sex of data subject Male Female

5. Address: (Please indicate the address to which correspondence related to your application should be sent).

Home: Mailing:

Tel: Tel:


Email: Other:

6. I require rectification of the personal data of the abovenamed data subject being processed by you on the basis that the data is/are:

Incomplete

Incorrect

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- Out of date
- Misleading
- Other (*specific*):

7. The information in respect of which the above claim is being made indicates that:
.....
.....
.....

8. The basis of my claim is as follows:
.....
.....

9. The rectification/s required is/are:
(State the information which would render the data complete, correct, up to date or not misleading.)
.....
.....
.....

Note: Please submit any documents/evidence in support of the rectification requested.

.....
Signature of data subject/applicant

.....
Date