



Consent for Collection, Use, and Disclosure of Personal Information

Achēv will only collect and use Personal Information for the following purposes:

- Providing you with the service(s) you have requested.
- Providing updates to you on the programs and services you have used or are eligible for.
- Generating and sharing aggregate reports for planning and evaluation.
- Adhering to contractual obligations.
- Supporting promotional activities such as annual reports and success stories on our website or other marketing activities.

Achēv may share statistical information with existing and potential program partners and funders for planning and evaluation purposes. Achēv will not share your individual Personal Information with any 3rd parties without your consent.

The information you provide will be stored in a secure manner and will be retained as necessary to operate the program and abide by program or contractual guidelines or evaluation criteria. All Personal Information will be destroyed after that obligation is no longer required.

Achēv's privacy policy is based upon the ten privacy principles contained within the Canadian Standards Association Model Privacy Code for the Protection of Personal Information and is modeled on the Personal Information Protection and Electronic Documents Act. This reflects the requirements of applicable legislation, including the Freedom of Information and Protection of Privacy Act. The Privacy Policy can be made available upon request. Requests for your file must be made in writing to the program coordinator or Chief Privacy Officer. You can also view the Privacy Policy on the achev.ca website

In order to participate in certain programs that Achēv offers it is mandatory that you provide us with contact information. You understand and agree that you could be contacted via the phone number[s], email, or address provided.

If you choose to opt-in into Achēv Email Notifications, you are agreeing to receive Achēv newsletters, event notifications, and updates to new or existing programs. You may unsubscribe at any time by writing to unsubscribe@achev.ca.

Email Address:

Client email
not provided:

Staff Signature:

Client Signature:

Date:

Staff Name:

Client Name:

Verbal Consent Provided: