

Your Ref:
Our Ref: foi 2012/94

Rustam Majainah

Request-140875-a3b78ad3@whatdotheyknow.com

04/12/2012

Dear Rustam Majainah,

Freedom of Information Act 2000 – Request for Information

I acknowledge your request for information received by the University on 3rd December 2012.

Your request is being considered and you will receive the information requested within the statutory timescale of 20 working days as defined by the Freedom of Information Act 2000, subject to the information not being exempt or containing a reference to a third party.

Please note, the University of Westminster is closed from 24th December 2012 until 1st January 2013 inclusive.

You should receive a response from the University before or no later than 9th January 2013.

If appropriate, the information may be provided in paper copy, normal font size. If you require alternative formats, e.g. language, audio, large print, etc. then please let me know.

For your information, the Act defines a number of exemptions which may prevent release of the information you have requested. There will be an assessment and if any of the exemption categories apply then the information will not be released. You will be informed if this is the case, including your rights of appeal.

Information Compliance Team

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101 New Cavendish Street
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Registered office 309 Regent Street London W1B 2UW

If the information you request contains reference to a third party then they may be consulted prior to a decision being taken on whether or not to release the information to you. You will be informed if this is the case. There may be a fee payable for this information. This will be considered and you will be informed if a fee is payable. In this event the fee must be paid before the information is processed and released. The 20 working day time limit for responses is suspended until receipt of the payment.

Further information about your rights is also available from the Information Commissioner at: Information Commissioner's Office.

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 01625 545700
Web Address: www.ico.gov.uk

Yours sincerely,

Malcolm Bacon
University Records Manager

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