

Date:



Dear

I am a student at Western Governors University (WGU), enrolled in the _____ program.

The Data-Driven Decision Making assessment requires students to identify a real-world business situation that would benefit from a data analysis in order to find an actionable recommendation.

WGU requires confirmation that your organization approves of me using the organization's information and data in preparing this project. In doing so, you should understand WGU's policy regarding the use of confidential data.

It is the policy of WGU that a student's project should not be based upon, and should not include, any confidential or proprietary information or material belonging to their employer or any other organization without appropriate authorization.

Accordingly, your response to the following statements are required before this project can be approved for my project. You may indicate your responses in the attached template. Please send your email response to me. If you have additional questions about this requirement, please contact me .

I appreciate your willingness to support my educational goals.

Sincerely,

[Electronic Signature]

Western Governors University –Organization Verification Form

Organization name:

WGU student name:

On behalf of _____, I acknowledge the following in relation to the organization and student indicated:

- I am authorized to act on behalf of the organization in this matter.
- The organization has authorized the student to use information or materials belonging to the organization in the preparation of his/her project and that such information may be disclosed to WGU faculty without further approval by the organization for student performance evaluation.

Name:

Date:

Job Title:

Email:

Phone:

Signature:

Please email this completed form to the student.