



DOCUMENTS REQUEST FORM

Date of Request: _____

Name: _____
 First Middle Last

Other names that may be in Database: _____

Phone: (____)_____ Cell: (____)_____

Work: (____)_____

Birthday: _____

Year attended: _____ Course taken: _____

Current Address: _____
 Address

 City Province Postal Code

Method: Fax to: _____
 Call For Pick-up.
 Mail to home address. (see current address above)
 Mail to:

 Address

 City Province Postal Code

Requesting:

- T2202A Tax Form (\$30 + GST) _____
- Official Transcript **in system** (\$25 each + GST) _____
- Official Transcript **not in system** (\$50 each + GST) _____
- Interim Transcript (No charge) _____
- Diploma (\$50 + GST) _____
- Outlines (\$20 + GST each) **WRITTEN REQUEST NEEDED** _____
(identifying specific course outlines, reason and institution)

Paid: \$_____ Receipt No.: _____ Date: _____