Course Outline(s) Request Form

PLEASE PRINT CLEARLY

_____

Last Name   First Name   Middle Name   Student Number

_____

Mailing Address   Date of Birth (MM/DD/YYYY)

_____

City   Postal Code   Email

_____

Home Telephone   Cellular Telephone

Program Information:

Diploma Program: _____ Year: _____

Individual Course 1: _____ Year: _____

Individual Course 2: _____ Year: _____

*** Please note that The Professional Studies Program Area archives course outlines in PDF format only for a period of five years and may not have all the outlines available. ***

Course Outlines for:

☐ Pick Up   ☐ Mail   ☐ Email

Individual Course Outline…………………………………$ 10.00 x _____

Number of documents ordered: _____ Total Cost: $ _____. ___

☐ Cash   ☐ Cheque   ☐ Interac   ☐ Credit Card (Visa / Mastercard / Amex)

OFFICE ONLY
Rct #: _____
Date: _____
Staff: _____

Card No: Expiry Date:

DOCUMENTS WILL BE PREPARED ONCE FEE IS PAID

Please note:

1. Documents are normally completed within twenty-five working days.
2. Documents will not be issued if student has an unpaid account with the University.
3. A separate form must be completed for each additional mailing address.
4. Photo I.D. must be presented when picking up documents.
5. Student must submit written consent if s/he want someone else to pick up their documents.

_____   _____

Signature   _Date_