

CONFIRMATION OF ENROLLMENT/LETTER OF INTENT

A. *PERSONAL INFORMATION		
Student #	Check relevant semester: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Summer	Year (ie 2014)
Last Name	First Name	
Program (ex Business)	Phone Number (mobile) : ()	
Street Address		Apt
City	Province	Postal Code
University of Guelph-Humber Email _____@guelphhumber.ca		

B. *ACTION REQUESTED (please select one)
<input type="checkbox"/> Letter confirming your <u>CURRENT</u> enrollment in the program (must be registered in courses) <input type="checkbox"/> Letter of <u>Intent</u> – not registered in classes yet, but intend to register for the next semester <input type="checkbox"/> Letter confirming <u>PAST</u> enrollment for _____ semester _____ year <input type="checkbox"/> Letter confirming you have met the requirements of your degree

C. *PURPOSE OF REQUEST (please select one)
<input type="checkbox"/> Vulnerable Sector Check <input type="checkbox"/> Graduation Letter <input type="checkbox"/> Insurance/financial (non OSAP related) <input type="checkbox"/> Other: _____

D. *METHOD OF DELIVERY (please select one)
PLEASE SELECT ONE <input type="checkbox"/> Mail to the address listed above <input type="checkbox"/> Email pdf to the email address listed above <input type="checkbox"/> Pick-up from GH108

E. *APPLICANTS ACKNOWLEDGEMENT	
Applicant Signature	Date

Submit completed form:
In person: GH108
Via fax: 416-798-3606
Scan and email to: advisors@guelphhumber.ca

Confirmation of Enrollment (COE) letters will show your current status at the University of Guelph-Humber (Full Time/ Part Time). Please allow 3 – 4 business days to complete your request.