

# INTERNATIONAL GENERAL REQUEST FORM

Requests will be processed within 5 business days.

## PERSONAL INFORMATION

PLEASE FILL IN ALL INFORMATION IN FULL (PLEASE PRINT)

STUDENT ID NO.:		PROGRAM CURRENTLY ENROLED IN (OR RELATED TO THIS REQUEST)	
FAMILY (LAST) NAME:		FIRST NAME:	MIDDLE NAME:
FORMER NAME(S) (IF APPLICABLE)			
BIRTH DATE: MM _____ DD _____ YY _____		HOME PH.:	CELL:

## PROCESSING INSTRUCTIONS

(CHOOSE ONLY ONE "PROCESS" OPTION PER FORM)

STUDY PERMIT EXTENSION LETTER

POST-GRADUATION WORK PERMIT LETTER

CO-OP WORK PERMIT LETTER

OTHER (Detail below)

TOTAL NUMBER OF LETTERS

REQUESTED: \_\_\_\_\_

## TRANSCRIPT & VERIFICATION OF ENROLMENT REQUEST

### Undergraduate Students

Download and print verification of enrollment or credential verification documents via myStudentSystem. Instructions are available on MacEwan.ca.

Use [this link](#) or scan the QR code to request an official transcript to support your immigration application.



### SCE PD Students

Request a verification of enrollment by completing [this form](#) or scan the QR code to the right. ➡

Use [this link](#) to request an official transcript to support your immigration application or scan the QR code to the left. ⬅



## AUTHORIZATION

I AUTHORIZE MACEWAN UNIVERSITY TO RELEASE THE LETTER REQUESTED.

SIGNATURE: \_\_\_\_\_  
*Signature not required if sent from a student @mymacewan.ca email account*

DATE: \_\_\_\_\_

## OFFICE USE ONLY

ENTERED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

SENT BY: \_\_\_\_\_

DATE SENT: \_\_\_\_\_

## PERSONAL INFORMATION COLLECTION NOTICE

The personal information requested on this form is collected under Section.33(c) of the *Freedom of Information and Protection of Privacy Act* for the purpose of one or all of the following: to determine eligibility for admission and financial assistance, to advise students about academic programs and to provide university services at MacEwan University. Questions concerning this collection should be directed to the Lead, Privacy and Information Management at [privacy@macewan.ca](mailto:privacy@macewan.ca)