

Letter of Permission Request Form

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STUDENT ID NUMBER

Please print clearly and complete all sections.

For Office Use Only:

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SPONSORING CLIENT ID NUMBER

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REFERENCE NUMBER

General Information

Name: _____
Last First Middle

Telephone Residence: (____) _____
area code

Former Name: _____
Last First Middle

Telephone Business: (____) _____
area code

Mailing Address: _____

Fax Residence: (____) _____
area code

City/Town: _____

Fax Business: (____) _____
area code

Province/State: _____ Postal/Zip Code: _____

E-mail Business: _____

Country: _____

E-mail Residence: _____

Letter of Permission approval requested for:

Transfer Credit requested as:

Session: _____
Month/Year

a replacement for _____

Course Name and Number: _____

an elective for CIS Program MAIS
 HERM

Institution: _____

Letter of Permission required for institution noted above.

Letter of Permission NOT required for institution noted above.

Note: This request and required fees must be submitted to Athabasca University no later than one month before the registration deadline at the receiving institution.

- Fee enclosed (Please note post-dated cheques are not accepted).
 - Cheque (attached) Credit Card
- Course Outline enclosed.

The personal information collected on this form will be used for the purpose of processing your request for a letter of permission. This information is collected under the authority of section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act. The collection of this personal information is necessary for operating and administering the services of the Office of the Registrar. If you have any questions about the collection and use of this information, contact the Centre for Integrated Studies, Athabasca University, 1 University Drive, Athabasca, AB T9S 3A3 Telephone: 1-780-675-6792.

Signature: _____ Date: _____

Mail, fax or deliver the completed form and fees to: Centre for Integrated Studies Telephone: 1-800-788-9041 (ext. 6792)
 Athabasca University Fax: 1-780-675-6921
 1 University Drive
 Athabasca, Alberta T9S 3A3
 Canada

FOR OFFICE USE ONLY

Approval Granted: _____ Date: _____ Authorized By: _____