



# Knox College Request for Academic Documentation

**Section 1 – To be Completed by the STUDENT** (please print clearly)

Name:	
Known as:	Student Number:
UofT Email:	
Basic Degree Program <input type="checkbox"/> MDiv <input type="checkbox"/> MRE <input type="checkbox"/> MPS <input type="checkbox"/> MTS	Advanced Degree Program <input type="checkbox"/> MA <input type="checkbox"/> ThM <input type="checkbox"/> DMin <input type="checkbox"/> PhD <input type="checkbox"/> ThD
<input type="checkbox"/> Current Student ...   Most recent semester of enrolment: _____ <input type="checkbox"/> Graduate / Alumni ...   Graduation date: _____	

<b>Please select the Academic Documentation you need:</b>	
<input type="checkbox"/> Confirmation of <u>current enrolment</u> in program studies <input type="checkbox"/> Confirmation of program completion prior to Convocation / Graduation <input type="checkbox"/> Confirmation of program completion (for Alumni) <input type="checkbox"/> Confirmation of specific course completion (for E&R). Course Code(s): _____ & _____	
How many copies are you requesting? _____	
<input type="checkbox"/> To be mailed by the Registrar	<input type="checkbox"/> To be picked up by the Student
If the document(s) is to be mailed by the Registrar, please provide the address(es):  	
<b>Student's Signature</b>	<b>Date</b>

***Please Note: Academic Documentation will require five business days to be processed***

**Section 2 – To be Completed by the Assistant Registrar**

<input type="checkbox"/> Documentation prepared	Date:	AR Signature:
<input type="checkbox"/> Mailed	Date:	AR Signature:
<input type="checkbox"/> Picked up by Student	Date:	Student's Signature: