



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"/> MPS <input type="checkbox"/> MTS <input type="checkbox"/> CTS <input type="checkbox"/> MRE	Graduate Degree Program <input type="checkbox"/> MA <input type="checkbox"/> ThM <input type="checkbox"/> ThD <input type="checkbox"/> DMin <input type="checkbox"/> PhD <input type="checkbox"/> PhD (non-conjoint)
<input type="checkbox"/> Current Student ... Most recent semester of enrolment: _____ <input type="checkbox"/> Graduate / Alumni ... Knox College Graduation date: _____ <input type="checkbox"/> Non-Conjoint PhD Graduate / Alumni ... USMC Graduation date: _____	

Please select the Academic Documentation you need:

<input type="checkbox"/> Confirmation of <u>current enrolment</u> in program studies <input type="checkbox"/> Confirmation of <u>program completion</u> prior to Convocation / Graduation <input type="checkbox"/> Confirmation of <u>substantial completion</u> (MPS for CRPO) <input type="checkbox"/> Confirmation of <u>program completion</u> (for Alumni) <input type="checkbox"/> Confirmation of <u>specific course completion</u> (for E&R). Course Code(s): _____

How many copies are you requesting? _____ Hard copies ...and/or... _____ Electronic copies (PDF)

<input type="checkbox"/> To be mailed by the Registrar's Office <input type="checkbox"/> To be <u>emailed</u> by the Registrar's Office	<input type="checkbox"/> To be picked up by the Student <small>NOTE: To be arranged with Assistant Registrar once documentation has been prepared.</small>
--	---

If the document(s) is to be mailed / emailed by the Registrar's Office, please provide the address(es):

Student's Signature	Date
----------------------------	-------------

Please be advised: Normally Academic Documentation requires five business days to be processed

Section 2 – To be Completed by the Assistant Registrar

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