

REQUEST FORM

Confirmation of Enrollment or Degree Completion

This information is collected under the authority of the provincial *Universities Act*, which mandates the provision of programs and services, the *Freedom of Information and Protection of Privacy (FOIP) Act*, the *Taxation Act (Canada)*, and the *Statistics Act (Canada)*.

For more information on the uses and disclosure of this information, contact the Director, Graduate Admissions, Records & Registration, in the Office of the Dean of Graduate Studies, Simon Fraser University, 778-782-3042 or email gradstudies-dir-records@sfu.ca.

DEAN OF GRADUATE STUDIES OFFICE ONLY

Date received

Before enrollment is confirmed, you must be enrolled in your graduate program for the term. The processing time for this form is approximately 3–5 working days.

Please note: You can also go online to order a Confirmation of Enrollment Letter through the Student Information System.

Sign into **goSFU.ca** ▶ Student Center ▶ Academics heading ▶ Enrollment sub-heading ▶ select *Confirmation of Enrollment*.

STUDENT INFORMATION

M	First name	Surname
Student number		Email
Home phone		Cell phone

PURPOSE OF LETTER

- Visa renewal
- Completion of degree requirement
- Confirmation of enrollment
- Other. Please specify: _____

This confirmation is required for the following term:

Semester	Year
<input type="checkbox"/> Fall	
<input type="checkbox"/> Spring	
<input type="checkbox"/> Summer	
<input type="checkbox"/> Intersession	

STUDENT SIGNATURE

Student signature

Date