

Request for Completion Letter for Post-Graduation Work Permit Application

- This request is for students who have recently completed their studies and are planning to apply for the Post-Graduation Work Permit.
- Students should submit this request AFTER application for graduation is completed and all final grades are posted on AccessCOTR.
- The International Department can assist students to apply for a Post-Graduation Work Permit Application.
- Review the post-graduation work permit eligibility requirements at Citizenship, Refugee and Immigration Canada: canada.ca/en/immigration-refugees-citizenship/services/study-canada/work.html

PERSONAL INFORMATION

Student Number

Legal Name

Last Name

First Name:

Middle Name (*no initials*)

Mailing Address

City

Province

Postal Code

Telephone

Cell

Other

Email

Program

☐ Certificate☐ Post Degree Certificate☐ Diploma☐ Post Degree Diploma☐ Associate Degree☐ Degree

Anticipated Completion Date

HOW WOULD YOU LIKE YOUR LETTER DELIVERED?

*By email to the address indicated above**Pickup at the Enrolment Services office*

NEXT STEP

After submitting this completed form, submit an Official Transcript Request through AccessCOTR.

IMPORTANT NOTE

Documents will not be released if there are outstanding fees or fines.

DECLARATION

Freedom of Information/Protection of Privacy

The College of the Rockies complies with the Freedom of Information/Protection of Privacy legislation of the Province of British Columbia. Information collected on this form is used in the normal course of College operations in accordance with this legislation.

Please read the following before signing:

I declare that the information contained in this form is to the best of my knowledge, complete and correct. I hereby agree to comply with the rules and regulations of the College.

Student Signature

Date
