

CONFIRMATION OF REGISTRATION REQUEST FORM

- CONFIRMATION LETTERS ARE ONLY ISSUED FOR ACADEMIC PURPOSES OR FOR RENEWAL APPLICATIONS OF STUDENT VISAS.
- IF YOU ARE REQUESTING A LETTER CONFIRMING YOUR REGISTRATION, CONFIRM THAT YOU HAVE ACTUALLY REGISTERED FOR THE PERIOD OF THE ACADEMIC YEAR THE LETTER IS TO COVER. THE LETTER WILL NOT INDICATE AN "EXPECTED REGISTRATION" PERIOD.
- IF YOU HAVE AN ACADEMIC OR FINANCIAL HOLD ON YOUR STUDENT RECORD, YOU MUST (1) RESOLVE THE HOLD; OR (2) PROVIDE SATISFACTORY CONFIRMATION THAT THE HOLD IS IN THE PROCESS OF BEING RESOLVED, BEFORE YOUR CONFIRMATION LETTER WILL BE ISSUED.
- IF REQUESTED, THE LETTER CAN STATE THE DATE BY WHICH YOUR PROGRAM MUST BE COMPLETED:

PROGRAMME COMPLETION DATES (PROGRAM UPPER TIME LIMITS)

1 YEAR MASTERS, FULL-TIME	4 YEARS
1 YEAR MASTERS, PART-TIME	5 YEARS
2 YEAR MASTERS, FULL-TIME	5 YEARS
2 YEAR MASTERS, PART-TIME	7 YEARS
PHD, FULL-TIME ONLY	6 YEARS

*** PRINT CAREFULLY ***

DATE SUBMITTED:

STUDENT NAME:	STUDENT #:
STUDENT TELEPHONE:	STUDENT E-MAIL:
DEPARTMENT:	PROGRAM:

FUNDING INFORMATION REQUIRED? Yes No

INDICATE REQUIRED COMPLETION DATE? Yes No

COPIES REQUIRED: <input type="checkbox"/> 1 COPY (INDICATE THE REASON EACH LETTER IS REQUIRED - THE LETTER MAY NOT BE PROCESSED WITHOUT A VALID REASON.) <input type="checkbox"/> 2 COPIES <input type="checkbox"/> 3 COPIES	REASON (LETTER 1):
	REASON (LETTER 2):
	REASON (LETTER 3):

OTHER INFORMATION REQUIRED:

CHECK ONE: LETTER TO BE PICKED UP AT RGS OFFICE LETTER TO BE MAILED OR FAXED

IF LETTER IS TO BE MAILED OR FAXED, PLEASE INDICATE THE ADDRESS OR FAX NUMBER
(PLEASE NOTE: RGS DOES NOT SEND LONG-DISTANCE FAXES)

NOTE: LETTERS TO CONFIRM THAT REQUIREMENTS HAVE BEEN MET FOR THE DEGREE MUST BE REQUESTED FROM DALHOUSIE UNIVERSITY, FACULTY OF GRADUATE STUDIES USING THE REQUEST FORM FOUND ON DALHOUSIE'S WEBSITE AT:
<http://www.dal.ca/~rgs/gradstudies/gradstudies.htm>

SUBMIT THIS FORM TO THE RESEARCH & GRADUATE STUDIES OFFICE

MAIL OR IN PERSON: 4000 Highway 104, Suite 100, Truro, NS B9N 6A1
 9000 Highway 104, Suite 100, Truro, NS B9N 6A1
 Truro, NS B9N 6A1
 Fax: 902-833-2222
 E-MAIL: rgs@dal.ca

IT TAKES A MINIMUM OF TWO (2) DAYS TO PRODUCE A CONFIRMATION LETTER