



CONFIRMATION OF ENROLLMENT & RESP REQUEST FORM

For Official Confirmation of Enrollment Letter Requests Only

Under the Ontario Freedom of Information and Protection of Privacy Act, this form must be completed and signed in order to release or forward personal academic record information.

Contact: registration@georgebrown.ca or 416-415-2000 Toll Free: 1-800-265-2002

Submit form: by email registration@georgebrown.ca

- For full-time post-secondary students, confirmation of enrollment requests can now be made online via records.georgebrown.ca
- Requests made by anyone other than student will require written consent from the student. Consent letters must include name of student, name of third party, date, and signature. The third party must provide valid photo identification before verification of enrollment will be released.
- Each individual verification of enrollment copy confirms a student's registration at George Brown College for a period up to one academic year (September-August) only and is \$15.00 Canadian Dollars (taxes and shipping included), this fee is non-refundable once processed.
- Confirmation of enrollments will not be released if there are any financial holds on the student account.
- A confirmation of enrollment is not required for entry into any George Brown College courses or required for OSAP purposes.
- Please note, you must be enrolled in scheduled courses in order for this request to be processed.

1 PERSONAL INFORMATION

GBC Student Number: _____ Last Name: _____ First Name: _____

Middle Name: _____ Email Address: _____ Phone Number: _____

Date of Birth: (DD-MM-YY) _____

Step 2 PROGRAM INFORMATION

Program Name: _____ Program Code: _____

Course Load: Full-time Part-time Continuing Education

Requesting Confirmation for :

Current Academic year

Prior academic year time period: _____

Complete RESP Form (please include fillable form with request)

Step 3 ADDITIONAL NOTES

Please list any additional requests here:

Step 4 STUDENT SIGNATURE _____

By signing this form, I confirm that the information herein is true and complete using the following payment information.

Step 5 SUBMIT PAYMENT ONLINE (CREDIT & DEBIT ACCEPTED)

Submit payment of \$15.00 online via <http://stuview.georgebrown.ca>, via debit or credit in the 'View/Pay Fees' section.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT The personal information on this form is collected under the legal authority of the Ontario Colleges of Applied Arts and Technology Act, 2002. The information is used for the administrative and statistical purposes of the College including but not limited to, Admissions, Registration and maintaining records, as well as Awards and Scholarships; Alumni and College Foundation administrative functions and/or the Ministries or Agencies of the Government of Ontario and the Government of Canada. This information is being collected under section 39 (2) and section 42 of the Freedom of Information and Privacy Act of Ontario.