



# THE UNIVERSITY OF WINNIPEG

## Request for a Letter of Enrolment

(For Graduate Studies International Students)

<b>STUDENT NAME</b>			
<b>STUDENT NUMBER</b>		<b>PHONE NUMBER:</b>	
<b>EMAIL ADDRESS</b>		<b>DEGREE SOUGHT:</b>	
<b>ADDRESS</b>			
<b>Request for: (Check one)</b>			
<input type="checkbox"/> <b>Letter of Enrolment (Fee: \$15.00 per copy) INDICATE REASON FOR LETTER BELOW</b> <i>(This letter shows the start date of studies, credit hours completed, program of study, current registration, and expected date of graduation in addition to personal details.)</i> <ul style="list-style-type: none"> <li><input type="radio"/> To renew Study Permit or Temporary Resident Visa</li> <li><input type="radio"/> Support for Letter of Invitation</li> <li><input type="radio"/> For Driver's License</li> <li><input type="radio"/> Other, please specify: _____</li> </ul>			
<input type="checkbox"/> <b>Letter for bank purposes (Fee: \$15.00 per copy)</b> <i>(This letter can be used for confirming standard tuition and living expenses or to claim funds from your home bank)</i>			
Other information required in letter <i>(if applicable)</i> :			
<b>STUDENT'S SIGNATURE</b> (in ink)			
<b>CHECK ONE:</b>	<input type="checkbox"/> Pick-up (ready in 4-5 business days) <input type="checkbox"/> Mail letter to:	<b>Fee Paid:</b>	
<b>OPTIONAL ADDITIONAL SERVICES</b>	<input type="checkbox"/> PDF letter by email (\$5.00) <input type="checkbox"/> Fax (\$5.00 for local or long distance) Fax # _____ / Attn: _____		

**Please note:**

- Submit payment to Student Central.
- **All HOLDS must be released before a certified letter can be ordered.**
- Photo ID is *required* upon pick-up of all letters.
- Letters **cannot be ordered by or released to** a third party without written authorization..

For Office Use Only: Do not write in this box				
Fall	20	CH	<input type="checkbox"/> F/T <input type="checkbox"/> P/T	Degree Sought:
Winter	20	CH	<input type="checkbox"/> F/T <input type="checkbox"/> P/T	Start Date:
Spr/Sum	20	CH	<input type="checkbox"/> F/T <input type="checkbox"/> P/T	Expected Grad. Date:
Credits Completed:		CH	<input type="checkbox"/> PERC	Status: