

# Open Learning and Educational Support

## Certificate Application Request Form

Please indicate which certificate you have completed:

- |   |  |
|---|--|
| <input type="checkbox"/> Certificate in Business                              | <input type="checkbox"/> Certificate in Hospitality Studies              |
| <input type="checkbox"/> Certificate in Civic Engagement & Global Citizenship | <input type="checkbox"/> Certificate in Leadership                       |
| <input type="checkbox"/> Certificate in Communication Process                 | <input type="checkbox"/> Certificate in Public Policy and Administration |
| <input type="checkbox"/> Certificate in Environmental Citizenship             | <input type="checkbox"/> Diploma in Applied Statistics                   |
| <input type="checkbox"/> Certificate in Environmental Conservation            | <input type="checkbox"/> Food Science Certificate                        |

### Please Print All Information Clearly

(Please indicate your name as it should appear on the certificate)

Surname: \_\_\_\_\_ Student Number: \_\_\_\_\_

Given Names: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_  
No. and Street Email address

\_\_\_\_\_  
City Province/State Postal/Zip Code

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

### Certificate Application Fee is \$40.00

(Price subject to change)

- I will be able to pick up my certificate (photo ID required)

#### \*Additional Costs

To Courier (within Canada):

- \$15.00 Ontario  
 \$30.00 Other provinces

To Courier (outside Canada):

- \$35.00 International

Important Notes:

- Please ensure all required courses toward the specific certificate(s) have been completed prior to submitting this form
- Please allow approximately 4 to 6 weeks to process your request

### Payment Information

- Cheque       MasterCard       VISA       Cash/Debit (in person only)  
(payable to the University of Guelph)

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

3 Digit Security Code: \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_