



**Enrolment Services**

**Ph: 403.504.3697 Fax: 403.504.3521**

## International Letter Request Form

*The personal information requested on this form is collected under the authority of the Post-secondary Learning Act and Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of that Act. The information collected will only be used for the purposes of delivery and administration of educational training and services. Questions concerning the collection, use or disposal of this information should be directed to the FOIP Coordinator, Medicine Hat College, 299 College Drive SE, Medicine Hat, AB, T1A3Y6, or 403-529-3800 or [foip@mhc.ab.ca](mailto:foip@mhc.ab.ca).*

### Student Information (PLEASE PRINT)

Medicine Hat College Student ID Number: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Program of Study: \_\_\_\_\_ Year of Study: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Please allow 2 working days for processing.***

What documents are needed? If unsure, please visit International Education or contact IRCC.

Unofficial copy of MHC transcript\*

Invite letter for graduation

Completion letter

Verification of enrolment

*\*if you require an official transcript, please fill out a transcript request form*

Email  
Hold for pick-up  
Regular Mail (*please provide mailing address – PLEASE PRINT*)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Fax

\_\_\_\_\_

Completed

Date: \_\_\_\_\_

Request for Intn'l Letter of Acceptance  
April 2018