

LETTER REQUEST FORM

**** MUST PICK UP LETTER AT THE OFFICE****

DATE: _____

LAST NAME: _____

FIRST NAME: _____

STUDENT NUMBER: _____

DATE OF BIRTH: _____

EMAIL: _____

YOUR CURRENT ADDRESS (Must be filled):

CITY: _____

POSTAL CODE _____

LETTER TYPE:

- STUDY PERMIT Expiry Date: _____ (yy/mm/dd) _____ # of courses registered
- CHANGE OF STATUS (Change of Conditions: Work off campus, SS to UT, Province to BC)
- TEMPORARY RESIDENT VISA (T.R.V.)
- INVITATION LETTER
- SIMPLE LOA (Tuition Fee Refund from Another Institution)

****LETTER OF ENROLLMENT is available at the Student Portal www.coquitlamcollege.com****
(ex. Change of DLI Number, Registration Letter or Visiting another country)

Coquitlam College does not refund a deposit once a student receives one of these letters

Students must be in good standing order to receive above letters. Students on probation may not be eligible for above letters.