

SYLLABUS REQUEST

- Syllabus fees are paid upon submission of the syllabus request:
 - \$10.00 for one syllabus and \$8.00 for each additional syllabus ordered at the same time.
 - \$2.00/page Fax Service fee (Canada/US).
 - \$35.00 plus syllabus fee for courier within Canada; \$50.00 plus syllabus fee for courier with USA (non rush requests).

A. Personal Information

Full Legal Name _____
LAST FIRST

Previous student name (if changed) _____

Permanent Address _____
ADDRESS STREET CITY PROV/STATE POSTAL/ZIP

Phone (____) _____ email _____

Birth date _____ Attended from _____ to _____
MONTH/DAY/YEAR YEAR YEAR

B. Syllabus Request

course name	course number	year/semester	# copies
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

C. Syllabus Delivery

I will pick up my syllabus _____

Please fax my syllabus to: (____) _____ Attention: _____

Please mail my syllabus to:
 Name _____ Phone: (____) _____
 Address _____
 City _____ Prov/State _____ Postal/Zip _____

Please courier my syllabus (i) to the above address.

(If syllabi are to be couriered, include the street address and phone number—PO boxes are not accepted by courier services. Incomplete addresses may cause mailing of syllabi to be delayed.)

Please print additional addresses on the reverse of this request form.

D. Payment:

_____ STUDENT SIGNATURE _____ PRINT NAME _____ DATE

If paying by Credit Card:
 Card # _____ Expiry Date: _____ Name on Card _____
 Cheque \$ _____

FOR OFFICE USE ONLY

Date received _____ By _____ Account Charged/Initials _____
 Payment Received _____ AR Holds checked _____ Date Processed _____

