

EMS STUDENT DOCUMENT REQUEST FORM

Form may be mailed or faxed to 403-571-7659 and you will be notified once documents are ready for release. Please provide a copy of your photo ID. Your ID will be required to pick up certificates. Thank you

Information Request <input type="checkbox"/>	Document Request <input type="checkbox"/>	Date
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Student ID		Program Attended	
Name		Year Attended	
Address		Tel	
		Fax	
City	Prov	Email	
Signature			

DOCUMENT REQUEST (GST will be added)	No. of Copies &/or Item Name
<input type="checkbox"/> Transcripts \$30.00 ea	
<input type="checkbox"/> Certificates \$50.00 ea	
<input type="checkbox"/> First Aid or Safety Certificates \$20.00 ea	
<input type="checkbox"/> PPC & PHTLS \$50.00 ea	
<input type="checkbox"/> NAPD \$45.00 ea	
<input type="checkbox"/> Other – Please List Costs will vary depending upon document required	
<input type="checkbox"/> PLEASE COURIER Costs will be billed to credit card info below	<input type="checkbox"/> I will pick up my Documents

Certificates can only be couriered or picked up by student – courier fees are \$27.00 within city limits. Outside city limits you will be notified depending on location.

Official Use Only	Special Requirements
Date Completed	
Fee	
Receipt #	
Date Mailed	
Date Picked Up	
Signature	
Print Name	

PAYMENT

Payment may be made by VISA, Mastercard, Cash, Certified Cheque, Bank Draft or Money Order – No Personal Cheques. GST & courier fees must be included with all payment.

Mastercard VISA

Card Number _____ EXP Date _____

Authorized Signature _____ Date _____