



**REQUEST FOR ACADEMIC DOCUMENTS
PROFESSIONAL LICENSEE (ENGINEERING), (GEOLOGICAL) AND
(GEOPHYSICAL)**

(See reverse for instructions)

THE REGISTRAR

Dear Sir/Madam:

In support of my application for registration as a Professional Licensee in the Province of Alberta, Canada, would you please forward a

- Certification of Graduation; and
- Transcript of my record (official list of courses and marks)

DIRECTLY TO THE Director of Registration
Association of Professional Engineers, Geologists and Geophysicists of Alberta
1500 Scotia One, 10060 Jasper Avenue
Edmonton, Alberta T5J 4A2

Yours truly,

(Signature)

(Address – Street)

(Legal Name – Please Print)

(City)

(Preferred Name)

(Country)

(Postal Code)

(Date)

DEGREE/DIPLOMA _____ FACULTY _____

DISCIPLINE _____ DATE OF GRADUATION _____

STUDENT NUMBER *(If Applicable)* _____

For University/College/School Use Only:

CERTIFICATION OF GRADUATION

(Certified Correct)

(Signature or Seal of University/College/School)

**INSTRUCTIONS TO APPLICANTS
REGARDING COMPLETION OF THE TOP OF THE FORM:**

1. This form is to be sent *BY THE APPLICANT* to the university, college or school attended.
2. Certification of graduation is required if you graduated from the program attended.
3. A complete transcript is required for all post secondary academic accomplishments, regardless of the program, level or country and regardless of whether the applicant graduated.
4. Applicants should check with the university/college/school to ensure there are no outstanding transcript fees. The applicant must pay transcript fees before the university/college/school can release documents to APEGGA.
5. For graduates of foreign institutions, the exact title of the degree obtained should be specified, both in the language of the institution attended and in English.

**INSTRUCTIONS TO EDUCATIONAL INSTITUTION(S)
REGARDING COMPLETION OF THE BOTTOM OF THE FORM:**

1. Please check the details of applicant's educational qualifications claimed and indicate any errors noted.
2. Ensure the form is signed or the institutional seal is imprinted on the certification.
3. Forward the certification of graduation and transcript directly to APEGGA.

REVISED: OCTOBER 2009