

**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 only is required for bachelor's degrees in engineering from accredited Canadian universities.
3. A complete transcript is required for all other post secondary academic accomplishments, regardless of the program, level or country.
4. Applicants should check with the university to ensure there are no outstanding transcript fees. The applicant must pay transcript fees before the university 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 when certification has been requested.
3. Forward either the certification or transcript directly to APEGGA.

Revised October 1999