

Please submit this form to the Office of the Registrar (Kelowna), the Administration Office at campus or mail or fax  
Office of the Registrar, 1000 KLO Road, Kelowna, BC V1Y 8X8 Telephone: (250) 762 5445 Fax: (250) 862 5466

**PERSONAL INFORMATION** Please print clearly and include your full legal name as it appears on your primary identification.

OC Student Number: \_\_\_\_\_ Former OUC Student: No Yes: \_\_\_\_\_

Birthdate: \_\_\_\_\_  
DD MM YYYY

Full Legal Name at time of credential  
Surname First Name Middle Name(s)

Maiden/Former Name

Mailing Address: \_\_\_\_\_  
Street

City Province/State Postal Code

Primary Phone#: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

**CREDENTIAL INFORMATION**

Degree Diploma Certificate Program

Option / Emphasis Specialty (if applicable): \_\_\_\_\_

Program Start Date: \_\_\_\_\_ Date of Completion: \_\_\_\_\_ (If known)  
DD MM YYYY DD MM YYYY

> / s Z z E PAYMENT INFORMATION

The fee for parchment reprints is \$30.00. Only one copy of the parchment may be requested. Submit completed form and payment using the following options:

**Fax:** (250) 862 5466 – credit card only (see below for credit card payment information)

**Mail:** cheque or money order

**In Person:** cash, cheque, money order or credit card

Credit Card Number: \_\_\_\_\_ Expiry: \_\_\_\_/\_\_\_\_/\_\_\_\_