



VCC International

CONFIRMATION OF ENROLMENT – REQUEST FORM

Students requesting a Confirmation of Enrolment are required to submit this completed request form by email to ieadmissions@vcc.ca. If you have a Hold on your account, your letter will not be issued until the hold has been resolved.

\$15.00 – Processing Time: 10 business days

There will be a charge placed on you VCC student account for the letter request which you will need to pay when you make your next tuition payment. By submitting this form, you acknowledge that the charge will go on your account.

Please Print Clearly

Date of Request: _____

Email letter to: _____
(your email address)

CONTACT INFORMATION:

# 000 _____	_____	Date of Birth	____/____/____
Student Number	VCC Program		Month Day Year
_____		_____	_____
Family Name	First Name	Telephone Number	
_____		_____	
Suite (Apt) #	Street	City	Postal Code

I confirm that the above contact information (mailing address, phone number and email address) has also been updated on my [myVCC](#) account, and understand that missing or inconsistent information may result in a delay of letter issuance.

**Please note we do not issue invitation letters to facilitate students' families visit to Canada. For information how to write an invitation letter please visit www.vcc.ca/international*