



## Study Permit Extension Support Letter Request

If you are writing on this form, ensure you print clearly.

Upload the request form through [myVCC](#): choose **myServices**, and in the **International Students** tile, click on **Upload Documents**.

[Check letter processing time](#) and [view instructions for uploading documents at myVCC](#)

### Personal Information

VCC Student Number:

VCC Program:

Last name (family name):

First name (given name):

Canadian/local home address:

Phone Number:

Date of Birth:

Email Address (for this email to be sent):

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

### Study Permit Info

Current Study Permit Expiry Date:

Do you need to extend your co-op work permit?

☐ Yes ☐ No

Is your study permit expiring within 6 weeks after you complete your program? Note that the graduation audit takes 6 weeks after all your final grades are submitted and you should have a valid study permit to apply for the [PGWP](#).

☐ Yes ☐ No

### Additional Information

Did you use VCC's Letter of Acceptance (LOA) to apply for your current study permit

☐ Yes ☐ No

*If you selected 'yes', check 'N/A' in the next question*

Have you changed your Designated Learning Institution (DLI – school) to VCC with IRCC prior to November 8, 2024?

☐ Yes ☐ No ☐ N/A

Passport Number: \_\_\_\_\_

Passport Expiry Date: \_\_\_\_\_

### Acknowledgement

By signing this letter request, I confirm that I have read and understood all of the following.

- If I have a **Hold** on my account, the letter will not be issued until the hold has been resolved.
- I must prepay the next semester's tuition **before** submitting the letter.
- You do not also need a Confirmation of Enrolment letter for your study permit extension application. Please view our study permit extension instruction guide

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_