

PERSONAL IDENTIFICATION		
Student ID number:	OCAS number:	
Last name:	First name:	Middle name:

All applicants to Georgian degree and graduate certificate programs are required to complete this form.

If you have attended (or are attending) Georgian College, you must also complete this form. You do not have to request a Georgian College transcript.

You must fully disclose all post-secondary education (college and university) that you have attended or are currently attending.

Whether you graduated, just took a few courses, or are currently enrolled, it is very important that we receive official transcripts from each institution. You must disclose studies that you passed and failed.

Withholding information can result in offers being rescinded or students being withdrawn from their program. Students cannot declare previous education after they are admitted, also retroactive *transfer credit* requests will not be considered.

Transfer credits are credits toward your program that you can receive for life experiences or academic work that you have done at another school. If the courses/experiences are similar to work you need to do for your program at Georgian, you may end up saving time, and money, by not having to re-take courses.

You must provide original transcripts from all institutions even for those outside of Georgian College and Ontario. If educated at a college or university in Ontario, you **MUST** request these through the online transcript application service through your application at [ontariocolleges.ca](http://ontariocolleges.ca)

Post-secondary institution attended	Start date (mm/dd/yyyy)	End date (mm/dd/yyyy)

If you have never attended a post-secondary institution, please check here .

This form must be signed, dated and submitted within two weeks of applying for admission, along with the supporting documentation and transcripts as soon as possible. We appreciate that it takes time to gather these documents.

Please submit the form via **email to your Admissions officer** (email address included in your Welcome letter), or mail it to:

Office of the Registrar  
 One Georgian Drive  
 Barrie, ON  
 L4M 3X9

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:** Georgian College is compliant with the Freedom of Information and Protection of Privacy Act (FIPPA), 1990, and endeavors to treat your personal information in accordance with this law. The personal information requested on this form is collected under the legal authority of the Ontario Colleges of Applied Arts and Technology Act, 2002 and in accordance with Sections 38(2) and 41(1) of FIPPA. The information provided will not be used for any purposes other than the administration and evaluation of previous education supplemental admissions.

For further information about the information requested on this form or the purpose for which it will be used, please contact the Office of the Registrar at [Registrar@GeorgianCollege.ca](mailto:Registrar@GeorgianCollege.ca) or 705.722.1511; for more information about FIPPA, please contact the Access and Privacy office at [AccessPrivacy@GeorgianCollege.ca](mailto:AccessPrivacy@GeorgianCollege.ca) or 705.728.1968 ext., 5770.

\_\_\_\_\_  
 Signature of student

\_\_\_\_\_  
 Date (mm/dd/yyyy)

Dated: Apr. 23/20, V1

**Submit from your Georgian College email**

Office of the Registrar, One Georgian Drive, Barrie, ON L4M 3X9 | T: 705.722.1511