



Office of the University Registrar

Division of Students

W223 Bennett Centre for Student Services
4700 Keele Street Toronto ON, Canada M3J 1P3

Graduation (QECO) Letter & Document Verification Request

Email this completed form to the Registrar's Office, including QECO Letter Request in the subject line, to degaud@yorku.ca. Special and customized letters cost \$25 each.

Once your request has been processed, your payment will be processed via e-commerce site, and no refunds will be provided. Some requests require an assessment of your academic record and may take up to six weeks to be processed.

Please view letters that can be provided (some free of charge) at: https://registrar.yorku.ca/program/letters

Student Information

Form with fields: Student Number, Last Name/Family Name, Given Name(s), E-Mail Address, Telephone Number

QECO Request Information

\$25 per Letter

Please choose one or both of the following options:

Identification of transfer credits

Extraneous credits to the degree

Delivery & Payment Information

The \$25 payment for official letters can be made at: http://nop.uit.yorku.ca/letterverification-request-payment. The transaction will be processed through our e-commerce site once the request has been processed. Refunds will not be issued after the request has processed.

Form with fields: Recipient Name, Company/Institution (if applicable), Recipient E-Mail Address, Street Number, Name, Unit, City, Province/State, Postal Code, Country

By signing below, you authorize the release of this information to the individual, company or institution noted above.

Student's Signature

Date (dd/mm/yy)

Empty box for date entry

Email this completed form to the Registrar's Office to: degaud@yorku.ca

Office of Academic Services Use Only

Staff Signature: Date: Fee Amount:

Protection of Privacy: Personal information in connection with this form is collected under the authority of The York University Act, 1965 for educational, administrative and statistical purposes.