



Request for a Letter(s) Confirming Registration

Please submit this form to graduate.information@utoronto.ca and allow five business days for letter(s) to be processed.

Section 1: To be completed by the student:

Name:	Student Number:
Degree:	Graduate Unit (Department, Institute, Centre, Faculty):
Contact Information (Phone/Email):	Number of Copies Requested:
Pick Letter Up at 63 St. George Street: Yes No *	
* If no, indicate address letter is to be mailed or emailed:	
Indicate which session(s) you are currently registered in and need to have confirmed: Fall (Sep to Dec) Winter (Jan to Apr) Summer (May to Aug) Year: _____	
We will confirm your registration and the above information. Also, indicate below if you want the following information recorded in your letter:	
	Supervisor:
	Program Start Date:
	Expected Date of Completion (indicate month/year):
	Fees Paid (indicate amount):
	Time Limit for Completion of the Program (indicate year):
	For this academic year, I confirm that I am supported by scholarships, fellowships, research assistantships, or teaching assistantships. Indicate estimated total amount:
	Other (specify):
I hereby authorize the University of Toronto to release the above information. **	
** Student's Signature:	Date:

Section 2: To be Completed by the School of Graduate Studies

Date Processed:	Date Mailed or Emailed:
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