

For Office Use Only

Amount Paid _____

Initials _____



Request for Certificate

You can order your Certificate in person, by fax, mail or by clicking 'Submit Form'

First Name	Last Name
Student Number	Date of Birth
Street Address	City, Province, Postal Code
Phone Number	Email address

Type of Service:

Service	Cost	# of Copies
Replacement/Duplicate	\$52.50* (including GST) per copy	

Program Name and Delivery Method:

<input type="checkbox"/> Program Name of Certificate: _____
<input type="checkbox"/> Date on Certificate: _____
<input type="checkbox"/> Pick up at JIBC Registration Office - 715 McBride Blvd, New Westminister, BC
<input type="checkbox"/> JIBC to mail to the Student/Organization via Canada Post
<input type="checkbox"/> (Provide Name and Address below):
Name _____ Address _____

Payment Method

<input type="checkbox"/> Visa	<input type="checkbox"/> MC	<input type="checkbox"/> Cash	<input type="checkbox"/> Cheque
Credit Card Number	Expiry Date	CVV	

I hereby authorized the Justice Institute of British Columbia to release Certificate as outlined below, in Accordance with the JIBC Student Records Policy, and to charge me as outlined above.

Student Signature

Date

For Internal Use Only

Date Certificate Processed:	Certificate Processed by:
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JIBC Registration Office | 715 McBride Blvd, New Westminister, BC V3L 5T4 | records@jibc.ca | Fax 604-528-5653