



Red Deer College
 100 College Blvd
 Box 5005
 Red Deer, Alberta
 CANADA T4N 5H5
 Telephone: 403.342.3400
 Fax: 403.357-3660
 E-mail: studentrecords@rdc.ab.ca
 Web-site: www.rdc.ab.ca

PARCHMENT APPLICATION

REGISTRAR

The personal information that you provide on this form is being collected under the authority of the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy Act of Alberta. Personal information on this form will be used by the Registrar's office to administer the Convocation program. Name and hometown information may be used as a supplement for a Convocation publication. The information will be protected in compliance with the provisions of the Freedom of Information and Protection of Privacy Act of Alberta. The information will be retained in accordance with approved Information Management guidelines, after which it will be destroyed in a secure manner. If you have any questions about the collection and use of this personal information, please contact the Registrar's office, Red Deer College, 100 College Blvd, Box 5005, Red Deer, Alberta, T4N 5H5, Telephone: 403.342.3593.

INSTRUCTIONS FOR COMPLETION

- Complete and return this form to the Registrar's office.
- For any name changes that would alter our records, documentation must be provided, such as a marriage certificate.
- If you have lost your original Certificate or Diploma and are applying for a replacement, the fee is \$85.00.
Payment or proof of payment MUST accompany this form.

PERSONAL INFORMATION

LAST NAME		FIRST NAME		MIDDLE NAME	
FORMER NAMES (if applicable)		RDC I.D. #	LOCAL TELEPHONE		E-MAIL ADDRESS

PERMANENT ADDRESS

ADDRESS		CITY OR TOWN		PROVINCE	
POSTAL CODE	COUNTRY		TELEPHONE	HOMETOWN	

PROGRAM INFORMATION

PROGRAM	MAJOR	EXPECTED COMPLETION DATE
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FOR OFFICE USE ONLY		
MISSING ITEMS:		