



# REPLACEMENT CREDENTIAL REQUEST

## REGISTRAR'S OFFICE

1407 14 Avenue NW T: 403.284.7634 E: registrar@auarts.ca  
Calgary, Alberta T2N 4R3 F: 403.284.7644 www.auarts.ca

Your credential from Alberta University of the Arts is an original legal document. For this reason, the University will not normally issue a replacement without return of the original (or your declaration that it has been lost or destroyed). To receive a replacement credential, please complete and submit this form, along with a replacement fee of \$107.10 (\$102.00 plus \$5.10 GST) and your original credential, to the Registrar's Office. You should receive your replacement credential by mail within 4-6 weeks.

### NAME / ID NUMBER / MAJOR OFFICE USE – Major Code \_\_\_\_\_

PRINT your name as you wish it to appear on your credential. Specify upper and lower case as appropriate.

First name	Middle name	Last name
AUArts ID number	Major	

### CREDENTIAL YOU ARE REQUESTING OFFICE USE – Degree Code \_\_\_\_\_

Please check appropriate box:

- |  |                                     |
|--|-------------------------------------|
| <input type="checkbox"/> Replacement Diploma (02)                              | Year original diploma awarded _____ |
| <input type="checkbox"/> Replacement Bachelor of Fine Arts Degree (01)         | Year original BFA awarded _____     |
| <input type="checkbox"/> Replacement Bachelor of Design Degree (06)            | Year original BDES awarded _____    |
| <input type="checkbox"/> Revised Degree in Visual Communications (BFA to BDES) | Year original BFA awarded _____     |

Reason for replacement: \_\_\_\_\_

### FORWARDING ADDRESS OFFICE USE – Updated PR \_\_\_\_\_

Street/PO Box	City	Province
Postal Code	Phone Number	Email address

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** The University and the AUArts Alumni Association would like to keep in touch with you. Please let the Registrar's Office know of all address and telephone number changes. Email [registrar@auarts.ca](mailto:registrar@auarts.ca) with your updates. Thanks!

### OFFICE USE

Application and fee received	Date: _____
Original credential received/waived	Date: _____
Replacement credential printed	Date: _____
Replacement credential sent to applicant	Date: _____