



## ESL Certificate Request Form

<b>Student's First Name</b>	
<b>Student's Last Name</b>	
<b>Student ID</b>	
<b>VIU Email address</b>	
<b>Current Level (0300 -0800)</b>	
<b>Level Completed</b>	
<b>Last Term at VIU (Spring, Summer, Fall)</b>	
<b>Signature of Student</b>	
<b>Date of submission</b>	
<b>Advisor's Transcript checked</b>	
<b>Director's Signature</b>	

Note: A minimum processing time of 28 business days is required to complete your certificate.

Please take completed form to Registrar's office on the 2<sup>nd</sup> floor.