

**PLEASE PRINT CLEARLY**

Application **MUST** be submitted by deadline:  Spring convocation – Dec. 15  Fall convocation – July. 15

**Legal names to appear on certificate/diploma:**

First name \_\_\_\_\_

Middle name(s) or initial(s) \_\_\_\_\_

Last name \_\_\_\_\_

*The above name will be used on all university records including transcripts, certificates and diplomas because they are legal documents.*

I accept that the University of Victoria will publish my name in the convocation program and activate my membership in the alumni association.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Student information**

Mr  Miss  Mrs  Ms  Dr

UVic student number \_\_\_\_\_

Home province/state \_\_\_\_\_  
(mandatory)

Home country \_\_\_\_\_  
(mandatory)

**Contact information**

Mailing address \_\_\_\_\_

\_\_\_\_\_ (city) \_\_\_\_\_ (province) \_\_\_\_\_ (postal code)

Telephone \_\_\_\_\_  
(daytime) \_\_\_\_\_ (evening)

Cellphone \_\_\_\_\_

Email \_\_\_\_\_

**Important:** Notify Continuing Studies immediately with changes to information on this application or if you decide to cancel or postpone graduation.

**FOR OFFICE USE ONLY**

Received by \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Student #: V00 \_\_\_\_\_

**SEND YOUR COMPLETED APPLICATION TO:**

Mail Diploma Program in Public Relations  
Division of Continuing Studies  
University of Victoria  
PO Box 1700 STN CSC  
Victoria, BC V8W 2Y2  
Canada

Phone 250-721-6129

Fax 250-721-8774

Email [prprogram@uvic.ca](mailto:prprogram@uvic.ca)

**Method of payment – \$40 graduation fee**

**If you wish to pay by credit card, please call Registration:  
250-472-4747**

Cash (in person)  Cheque/Money order (payable to the University of Victoria)

Credit cards:  Visa  MasterCard  Amex

**Freedom of Information/Protection of Privacy:** The University of Victoria collects personal information on its form pursuant to the *University Act*, RSBC 1996, c.468 and section 26 of the *Freedom Information and Protection of Privacy Act*. The information you provide is used for the purposes of admission, registration and other decisions relating to your Continuing Studies program. For details on how the information is used, contact Continuing Studies or read UVic Policy 4400, Access to Student Records at: [registrar.uvic.ca/home/documents/access](http://registrar.uvic.ca/home/documents/access)