

## REQUEST FOR OFFICIAL TRANSCRIPTS

**NOTE** that if you have gone through the CASB/CPAWSB program, you must order your transcripts from the CPA Western School of Business. Processing time is approximately 5 business days.

### PERSONAL INFORMATION

Surname	Given name	Initial
Address	City	Province/State/Country
Postal Code/Zip		
Telephone	e-mail address	
Applicant's signature	Date	

### FEE SCHEDULE (per transcript):

	FEE	GST	TOTAL
Graduate Admissions Program	\$15.00	.75	\$15.75
Advanced Certificate in Accounting	\$15.00	.75	\$15.75
School of Chartered Accountancy	\$15.00	.75	\$15.75

Payment can also be made in Online Services>Fees, Receipts & Donation. If you have already paid in Online Services, do not complete the payment section below.

Number of transcripts requested: GAP      _____ ACIA     _____ SCA      _____	When producing SCA transcripts, do you want the transcript to include your: GAP courses <input type="checkbox"/> Yes <input type="checkbox"/> No ACIA courses <input type="checkbox"/> Yes <input type="checkbox"/> No
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PLEASE MAIL MY TRANSCRIPTS:     to my address above     to the following address     I will pick them up

Name of organization			
Address			
City	Province/State/Country	Postal Code/Zip	

Payment must be made by VISA or Mastercard in Online Services>Fees, Receipts & Donation.

INCLUDE YOUR PAYMENT RECEIPT with this order form and return to our office by mail or email ([members@bccpa.ca](mailto:members@bccpa.ca)).