

The University of Western Ontario
Office of the Registrar
Telephone: (519) 661-2100
Fax: (519) 850-2397

Official Course Descriptions Request
(allow 1-2 weeks for processing)

DATE: _____

Please print clearly

FULL NAME _____
First Middle Surname

STUDENT NUMBER: _____

CONTACT ADDRESS _____

DATE OF BIRTH: _____ / _____ / _____
month day year

CITY _____ PROV/STATE _____

POSTAL/ZIP CODE _____ COUNTRY: _____

YEARS ATTENDED UWO: _____ - _____

EMAIL ADDRESS _____

DAY TIME PHONE NUMBER _____

We offer a course description service for **Undergraduate** Courses only. For **Graduate, Professional, or Faculty of Education** course descriptions, please contact the related department. Course descriptions are illustrations of the courses listed in the Undergraduate Academic Calendar.

Course descriptions will be sent by mail, courier, or held for pick up only. They cannot be emailed or faxed.

Course descriptions are \$2.00 per course or \$12.00 per academic year of courses described below, and is prepared for successfully completed courses only. Please specify if descriptions are also needed for the current term in progress. Fees are charged per set.

I would like course descriptions to be issued as follows:

- ☐ for all of my undergraduate record
- ☐ for the following undergraduate sessions only: _____
- ☐ for the following undergraduate courses only: _____

Mailing instructions:

☒ I will pick them up

Send to the following address by:

☐ mail ☐ courier

Phone _____

I certify that I am the student as stated:

X _____
Signature (digital signatures are not accepted)

FEES - All fees payable at time of request and are subject to change.

\$2.00 per course or \$12.00 per academic year of courses described
(includes the cost of regular mail)

The following services are **additional** to the above fees:

Courier: \$15.00 within Ontario \$50.00 for International
\$25.00 remainder of Canada & USA

AMOUNT PAYABLE \$ _____

Visa ☐ MasterCard ☐

Credit Card #: _____ - _____ - _____ - _____

Expiry Date: ____/____ Cardholder's Signature: _____

Cash ☐ Debit Card ☐ Cheque/Money Order ☐

If paying by cheque/money order or cash/debit do not fax your order.