



open learning  
and educational  
support

# CERTIFICATE/DIPLOMA REQUEST FORM

PERSON INFORMATION			
<b>First Name:</b>		<b>Last Name:</b>	
<b>Email Address:</b>		<b>Telephone:</b>	
<b>Mailing Address:</b>	(Please includes street address, city, province, postal code and unit/suite/P.O./etc. as applicable)		

CERTIFICATE/DIPLOMA REQUESTED	
<i>I have successfully completed all courses required for the following Certificate/Diploma:</i>	
<input type="checkbox"/>	Diploma in School Board Administration
<input type="checkbox"/>	Certificate in Human Resources Management for School Board Administrators
<input type="checkbox"/>	Certificate in Pupil Transportation Management
<input type="checkbox"/>	Certificate in Information & Communication Technology Management
<input type="checkbox"/>	Certificate in Information Management, Privacy, and Access
<input type="checkbox"/>	Certificate in Facilities Management
<input type="checkbox"/>	Certificate in Disability Management and Attendance Support
<input type="checkbox"/>	Certificate in Supply Chain Management

How would you like your name to appear on the Certificate/Diploma?

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SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Note: A signature is required before certificate can be issued. Certificates are shipped six to eight weeks after the request is received. No payment is required.

Please scan and email or mail or fax the completed Certificate/Diploma request form to:

Attn: OASBO Program Manager - Open Learning and Educational Support  
University of Guelph

160 Johnston Hall, Guelph, ON N1G2W1

F: 519-767-1114 | [info@OpenEd.uoguelph.ca](mailto:info@OpenEd.uoguelph.ca) | P: 519-767-5000