

# STATUS LETTER FOR INTERNATIONAL STUDENTS REQUEST FORM

FEE PAYMENT RECEIPT IMPRINT  
Account No. 1-11-10625 (HK 51)

## PERSONAL INFORMATION

Student ID No.: \_\_\_\_\_ Mr.  Ms.  Mrs.  Miss

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt #: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Program: \_\_\_\_\_

Undergraduate  Graduate  Continuing Ed.  Full-time  Part-time

Current Year of Enrollment: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_  
 1  2  3  4  5  Alumni  June  October  Year: \_\_\_\_\_

Toronto Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

RETURN FORM TO INTERNATIONAL STUDENT  
SERVICES (POD-61)

## PLEASE SPECIFY THE TYPE OF STATUS LETTER REQUIRED

- |  |   |
|--|---|
| <input type="checkbox"/> Application for an Immigration Document :<br><input type="checkbox"/> Study Permit: Expiry Date: _____ (D/M/Y)<br><input type="checkbox"/> Co-op/Internship Work Permit<br><input type="checkbox"/> Post-Graduation Work Permit<br><input type="checkbox"/> Temporary Resident Visa (TRV) – stuck in passport<br><input type="checkbox"/> Spousal Work Permit – full-time students <u>ONLY</u><br><input type="checkbox"/> Permanent Residence – confirm enrollment<br><input type="checkbox"/> Visitor Visa to the United States<br><input type="checkbox"/> Invitation for Family Members<br><input type="checkbox"/> Attend Graduation OR <input type="checkbox"/> Visit Canada<br><input type="checkbox"/> Explain / Confirm an Immigration Policy<br><input type="checkbox"/> "Implied Status" during application processing<br><input type="checkbox"/> Post-Graduation Work Permit<br><input type="checkbox"/> HRSDC Confirmation Exemption – student work permits | <input type="checkbox"/> Educational Institution listed on Co-op Work Permit<br><input type="checkbox"/> On-campus Employment Eligibility<br><input type="checkbox"/> Statement of Estimated Expenses – studying in Canada<br><input type="checkbox"/> University Health Insurance Plan (UHIP)<br><input type="checkbox"/> Mandatory Coverage Policy and Coverage Period<br><input type="checkbox"/> Coverage outside of Canada<br><input type="checkbox"/> Confirmation of status on a Third Party Form<br><input type="checkbox"/> General Status at Ryerson<br><input type="checkbox"/> Guarantor Letter and signature (must have been at Ryerson for 2 years or more)<br><input type="checkbox"/> Other (Please specify – use the back of this form if necessary) |
|--|---|

**FIVE (5) BUSINESS DAYS REQUIRED FOR PROCESSING.** This does not include any time required for payment processing or mail delivery. It is your responsibility to specify what type of letter you need, and to provide *all* necessary information. Refunds will not be issued to students who fail to provide adequate information, and you will be charged for any additional status letter requests.

## PAYMENT AND SUBMISSION METHODS

**The fee for each letter is \$20. Copies are \$5 each.**

Please prepare \_\_\_\_\_ letters at \$20 = \$ \_\_\_\_\_

And include \_\_\_\_\_ copies at \$5 = \$ \_\_\_\_\_

Add Rush Service\* at \$15 = \$ \_\_\_\_\_

TOTAL FEE = \$ \_\_\_\_\_

\*Within 48 hours of being received by ISS

HOLD FOR PICK-UP

MAIL TO ADDRESS ABOVE – indicate other on back

**By mail:** Enclose with form credit card information or a money order payable to Ryerson University. Mail to: Student Fees, Ryerson University, 350 Victoria Street, Toronto, ON, Canada M5B 2K3

**By Fax:** Complete the credit card section below, and fax this form to 416-542-5873 (ISS).

**In person:** (1) Bring this form to Student Fees (POD-64) to make the payment. (2) Submit the form to International Student Services (POD-61).

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

**RYERSON UNIVERSITY** International Student Services (ISS)  
 350 Victoria Street, Toronto, Ontario, Canada M5B 2K3  
 Tel: 416-979-5000 ext. 6655, Fax: 416-542-5873  
 issask@ryerson.ca, www.ryerson.ca/internationalservices

Received by ISS: \_\_\_\_\_ (D/M/Y)

VISA  MASTERCARD

Card Number: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Expiry Date: Month \_\_\_\_\_ Year \_\_\_\_\_

I authorize Ryerson University to charge \$ \_\_\_\_\_ for the payment of my Status Letter to my VISA/MASTERCARD account. I acknowledge that my Status Letter will not be processed in the event of a declined credit card transaction.

\_\_\_\_\_  
CARDHOLDER SIGNATURE

\_\_\_\_\_  
STUDENT NUMBER