



**APPLICATION FOR INFORMATION FROM REGISTRAR'S OFFICE**

- Transcript
- Language of Instruction Letter
- In-school Letter
- Acceptance Letter
- Completion Letter
- City & Guilds Certified Note
- Embassy Letter (State which Embassy)
- Last Semester of Attendance Letter
- Amalgamation Letter

For mailing, include mailing address here:  
(Note: Charges apply in accordance to destination)

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1. **Number of copies:** \_\_\_\_\_

2. **Name (as it appears on permanent record):**

\_\_\_\_\_

(Last Name) (First Name) (Middle Name)

3. **Date of Birth:** \_\_\_\_\_ **Contact # or e-mail:** \_\_\_\_\_

4. **Student ID #:** \_\_\_\_\_

5. **Program:** \_\_\_\_\_

6. **Date started Program:** \_\_\_\_\_ **Date Completed:** \_\_\_\_\_

7. **Program Incomplete/Discontinue:** YES  NO

8. **Institution attended or currently attending:**

- University of Belize
- Bliss School of Nursing
- Belize Technical College
- University College of Belize
- Belize Teachers' College
- Belize College of Agriculture
- BELCAST

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ACCOUNTS OFFICE INFORMATION**

**Receipt No.** \_\_\_\_\_

**Amount Paid:** \_\_\_\_\_

**Date Paid:** \_\_\_\_\_

**Accounts Officer**

**Signature:** \_\_\_\_\_

**Received:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Applicant's Signature)

*We are not responsible for any documents that are not retrieved within one academic semester.*