



Application for Letter of Permission

Registrar's Office

62 York Street, Sackville, NB
Canada, E4L 1E2
(506) 364-2269 (phone)
(506) 364-2272 (fax)

Last Name	First /Preferred Name	Middle Name	Phone Number ()	E-mail Address	Student ID #
Current Mailing Address (Number / Street / PO Box)		Town/City	Province	Postal Code	MTA Unit #

Please Note:

- There is a \$25.00 fee for processing a Letter of Permission application. Payment needs to be received by the Registrar's Office prior to processing. This payment can be made by cash, debit, cheque, money order or VISA/Mastercard payment. Cash/debit payments made at the Registrar's Office. Cheques can be forwarded to the Registrar's Office
- A printed Calendar syllabus or web-based source (URL) which describes the course and its content must accompany your application. Printed course descriptions can be mailed, delivered or faxed to the Registrar's Office
- Please allow at least 5 to 10 working days to process your complete application.
- If you have any question, please email transfercredits@mta.ca or call (506) 364-2269

Current Mount Allison degree program B.A. B.Sc. B.Comm. B.F.A. B.Mus.

I am interested in taking courses for: Fall 20____ Winter 20____ Spring/Summer 20____

I am interested in taking courses at (name of host institute): _____

Course Number	Course Title	Web based Source (URL)

Are these transfer credits intended to complete Mount Allison degree requirements? Yes No

I understand that this application will be processed once the \$25 fee and the course descriptions have been received. (Note: The fee covers assessment at one institution only. A separate form needs and payment needs to be completed for each institution).
 Yes No

I understand that, if this study involves international travel, I need to contact the Registrar's Office to complete Travel Liability documentation prior to departure. Yes No

I understand that should a Letter of Permission be granted, I am responsible for having an official transcript forwarded to Mount Allison University from the host institution upon completion of the approved course(s). Yes No

Student Signature

Date

Please return this form along with the applicable fee to the Registrar's Office.