

IQAS

INTERNATIONAL QUALIFICATIONS ASSESSMENT SERVICE

Request of Academic Records

This form should be used to request the release of academic records by an academic institution. Each applicant needs to contact the academic institution directly. Please fill-in Section A and submit the form to the registrar or other authorized authority in the institution where you received your credential(s).

Section A (For applicants)

Last/Family Name		First Name	
Previous Last/Family Name (if applicable)		First Name	
Institution Name		Country	
Dates Attended:	From	To:	Year Awarded:
Degree Name		Major	
Student ID at the Institution:		IQAS Reference Number:	

I hereby authorize the release of my academic records to the International Qualification Assessment Service (IQAS).

Applicant's signature: _____ **Date:** _____

Section B (For authorized officials)

The person named above requests that the academic records be released to International Qualification Assessment Service (IQAS). The released records should show all subjects completed and all grades/marks awarded for all years of study. Please complete this form, package it with the academic record(s) in a sealed envelope that is signed and stamped with the institution's official seal across the back flap.

Institution Name		Degree Awarded	
First and Last Name of official completing the form (please print)		Program length	Date Awarded
Title		Telephone	Email
The academic records are enclosed with this form: Yes <input type="checkbox"/>			

Authorized signature _____ **Seal:** _____ **Date:** _____

Please send the package to: **International Qualifications Assessment Service (IQAS)**
9th floor, 9942 108 Street
Edmonton, AB T5K 2J5 Canada