



Part-Time Continuing Education Program Declaration

Policy Reference: [AC.2.17.1](#) and [AC.3.1.1](#)

AA211, Heritage Hall
1301 - 16 Avenue NW
Calgary, AB T2M 0L4
Phone: 403.284.7248
Toll-free: 1.877.284.7248
Fax: 403.284.7112
Email: records@sait.ca

Please complete sections A to B.

If you are taking courses through Continuing or Distance Education and are working towards a specific credential, it is to your benefit to declare your program of choice. Students must complete all required courses within 5 years to be eligible for a Certificate of Achievement or Completion.

If taking courses for a certificate, diploma, post diploma certificate, applied degree or degree program, you must submit an application through ApplyAlberta.

A) Personal Information

				Student ID Number	
Last Name			First Name		Middle Name
Address			City		Province
Preferred Number	Home Cellular Business	Alternate Number		Home Cellular Business	Postal Code
Email Address					

B) Part-Time Program Declaration

My Program of choice is:	
Signature	Date

FOIP Statement

The personal information provided on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act of the Province of Alberta, Section 33(c). This information will be used to process your part-time continuing education program declaration. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information, contact the FOIP Coordinator at 403.284.8748.

Records updated by	Date
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