



## Open Program Declaration Form

STUDENT INFORMATION			
<b>Student Number:</b>	<b>Student Name:</b>		
<b>Mailing Address:</b>			
<b>City:</b>	<b>Province:</b>	<b>Postal Code:</b>	
<b>Phone Number:</b>	<b>Email Address:</b>		
<b>Student Signature:</b>			<b>Date (DD/MM/YY):</b>
<b>Are you currently on Student Loans?</b>		Yes    No	<b>Are you an International Student?</b>
		Yes    No	Yes    No
IMPORTANT INFORMATION			
<ul style="list-style-type: none"> <li>This form is intended for current students requesting to change programs to an <b>Open Enrolment - General Admission</b> program only.</li> <li>Domestic Students: For Limited Enrolment or Open Enrolment - Additional Admission Requirement programs, you must apply online. International students should consult International Student Services.</li> <li>A program change may affect student loan eligibility. Please consult with Financial Aid and Awards prior to submitting this form.</li> <li>Forms received after the deadlines will be processed up until the end of Late Registration of your start term. Note: submitting your form after the deadline may change your registration date and time for the semester requested.</li> </ul>			
SUBMISSION DEADLINES			
Fall Semester - April 30		Winter Semester - September 30	
Summer Semester - January 31			
CURRENT PROGRAM			
CURRENT PROGRAM	SPECIALIZATION/CONCENTRATION	START TERM (Eg. Fall, Winter, Summer)	YEAR
OPEN PROGRAM OF CHOICE			
NEW OPEN PROGRAM	SPECIALIZATION/CONCENTRATION	START TERM (Eg. Fall, Winter, Summer)	YEAR
OFFICE USE ONLY			
CURRENT PROGRAM CODE	SPECIALIZATION/CONCENTRATION	TERM	
NEW PROGRAM CODE	SPECIALIZATION/CONCENTRATION	TERM	
Student has met general admission and English requirements: <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Changes Entered By:</b>		<b>Date Entered (DD/MM/YY):</b>	

Collection Notice
Your personal information is collected by Douglas College under the authority of Section 27 (2) of the Freedom of Information and Protection of Privacy Act (FIPPA). The information will be used to process your Request for Exception form. Questions about the collection of this information may be directed to the Associate Registrar, Enrolment Services at 604-777-6093 or email <a href="mailto:reg_admin@douglascollege.ca">reg_admin@douglascollege.ca</a> .

Date Received: Registrar's Office
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