ST. CLAIR COLLEGE

APPLICATION FOR REPLACEMENT CERTIFICATE/DIPLOMA

Replacement Fee: $15.00 for Program Certificate/Diploma

NAME: _____ _____
Last (Family) Name Former Last Name

_____ _____
First Name Middle Name

_____ _____
Date of Birth Phone Number

ADDRESS: _____
Number Street Apt.

_____
City Province Postal Code

STUDENT #: _____ **EMAIL:** _____

PROGRAM OF STUDY: _____

CAMPUS: _____ **GRADUATION YEAR:** _____

SIGNATURE: _____ **DATE:** _____

**** Once payment has been made, submit a support ticket at https://rosupport.stclaircollege.ca/, attach this form and the Registrar's Office will process your request ****

Payment Method:
1. Select - Pay a bill
2. Click "Add a payee"
3. Then add "St. Clair College-Tuition" as the payee
4. Your account # is your student number, which is 7 digits -- remove the "W" in front (if 8 digits are required, please add an extra zero to the front)
5. Enter the amount you wish to pay
6. Click "ok"

Please allow 3-5 business days for the college to receive your payment