

CA School of Business - Student & Support Services

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Edmonton, AB T6X 1E9

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www.casb.com

MEMBERSHIP APPLICATION RECORD CONFIRMATION REQUEST

(British Columbia & Manitoba students only)

Please email completed & signed form to CASB at generalregistrations@casb.com

Student Name: _____ **Student #** _____
(Print) First Middle Last

Preferred Email Address: _____

CA Training Office Name: _____

Please send a Record Confirmation to (check one):

- Institute of Chartered Accountants of British Columbia
- Institute of Chartered Accountants of Manitoba

I, _____, authorize CASB to release confirmation of completion of my academic and practical experience requirements to the above checked Institute for membership purposes.

Signature of Student: _____ Date: _____

CASB will contact students if there are any outstanding items preventing completion of this request. CASB will issue a record confirmation letter to the Provincial Institute within 3 to 5 business days of receipt of this signed request if all requirements have been met.

Protection of Privacy – Every effort is made to protect personal information. The personal information requested on this form is collected under applicable federal and provincial legislation and the CA School of Business' policies and guidelines on data management, data access and data use. Information collected relates directly to and is necessary to meet CASB's mandate and responsibilities. It may be used for: admission, registration, academic evaluation, income tax receipts, student dues, convocation, distribution of educational material and information, statistics, research and other operational activities. Direct any questions about data collection and use to: Director, General Registrations, 301, 1253 91 Street SW, Edmonton, AB, T6X 1E9, email – generalregistrations@casb.com, phone – 1 866 420 2350 or local - 780 420 2350.