University of Victoria

CONTINUING STUDIES@UVIC

Application to Graduate
Business and Management Programs

PLEASE PRINT CLEARLY.

Program: ☐ Certificate in Business Administration (CBA)
☐ Diploma in Business Administration (DBA)

Application MUST be submitted by deadline: ☐ Spring Convocation—**February 28**   ☐ Fall Convocation—**August 15**

Student Information

☐ Mr   ☐ Miss   ☐ Mrs   ☐ Ms

_____
Given names, surname (**to appear on certificate**)

The above name will be used on all university records including transcripts and diplomas. Any problems arising from differences between this name and a student's legal name are the responsibility of the student.

UVic Student Number: _____

Mailing Address: _____

_____
City   Province   Postal Code

Phone _____
Daytime   Evening

Cell phone _____

Email _____

Home City: _____
Mandatory; only one

Home Country: _____
Mandatory

Method of Payment—$40 Graduation Fee

☐ Cash (in person)

☐ Cheque/Money order (payable to the University of Victoria)

To pay by credit card, please phone 1-250-472-4747 or 1-250-721-8073

☐ I accept that the University of Victoria will publish my name in the convocation program and activate my membership in the Alumni Association.

Signature: _____

Date: _____

Important: Notify Continuing Studies immediately of changes to information on this application or if you decide to cancel or postpone graduation.

Return to: Business and Management Programs
Division of Continuing Studies
University of Victoria
PO Box 1700 STN CSC
Victoria, BC V8W 2Y2

Or fax **to** 250-721-8774

Freedom of Information/Protection of Privacy: The University of Victoria collects personal information on its form pursuant to the *University Act,* RSBC 1996, c.468 and section 26 of the *Freedom of Information and Protection of Privacy Act.* The information you provide is used for the purposes of admission, registration, and other decisions relating to your Continuing Studies program. For details on how the information is used, contact Continuing Studies or read UVic Policy 4400, Access to Student Records at: http://registrar.uvic.ca/home/documents/access.html

FOR OFFICE USE ONLY

Received by: _____

Date: _____

Approved by: _____

Date: _____

Student #: V00 _____