

Request for *Letter of Extension* for Study Permit

Please note: Incomplete forms will not be processed.

STUDENT LAST NAME: _____ FIRST NAME: _____

LANGARA ID: _____ PHONE: _____

DATE OF BIRTH: _____ STUDY PERMIT EXPIRY: _____

IF YOU ARE NOT REGISTERED IN THE CURRENT SEMESTER, PLEASE INDICATE THE SEMESTER IN WHICH YOU PLAN TO REGISTER NEXT:

January (Spring) May (Summer) September (Fall)

DELIVERY METHOD:

The Study Permit Extension letter will be sent to your **mylangara email account**.

Processing time is FIVE (5) business days.

IMPORTANT NOTES:

1. Prior to applying for a Letter of Extension, **you are required to pay the non-transferable, non-refundable \$1,500 Commitment Fee** for the semester for which you are planning to register next. You must also ensure that your student account has no holds on it. To learn more about holds, visit <http://langara.ca/departments/financial-services/student-accounts-faq/holds.html>.
2. If you have **more than six months** remaining on your current study permit you will **NOT** be issued an extension.
3. If you are on **Academic Probation**, your study permit will be extended for **ONE SEMESTER ONLY**.
4. If you are on **Academic Suspension** you will **NOT** be issued a Letter of Extension.

STUDENT'S SIGNATURE: _____ DATE: _____

SPECIAL NOTES/REQUESTS:

OFFICE USE ONLY

Currently Registered: Yes No

Program: _____

End date: Spring (April 30, 20 _____)

 Summer (August 31, 20 _____)

 Fall (December 31, 20 _____)

Revised: 05/05/2017

Langara.
THE COLLEGE OF HIGHER LEARNING.