

## Confirmation of Enrolment in a Post-Secondary Institution

### Note to Student

Students applying for a Sturgeon Public Schools Scholarship must provide confirmation of enrollment at a post-secondary institution, or enrolment in an apprenticeship program. To facilitate this procedure, please submit enrollment confirmation for the Fall Term after September 15, or for the Winter Term after January 15. The confirmation of enrolment is to be submitted to the Associate Superintendent Education Services by October 15<sup>th</sup> or February 15<sup>th</sup>, appropriate to the registered term. A document generated from a post-secondary student portal will be accepted, providing it is generated after the above-mentioned dates.

### Note to Post-Secondary Institution

Please complete the following and return to the address indicated below.

This \_\_\_\_\_ will \_\_\_\_\_ confirm \_\_\_\_\_ that

(Name of Student)

is currently enrolled for the period indicated.

Period of attendance:

Commences

Month	Year

Ends

Month	Year

\_\_\_\_\_

Date

\_\_\_\_\_

Signature and Stamp/Seal of Official of Institution

\_\_\_\_\_

Name & Address of Institution

\_\_\_\_\_

Position

Return this completed form to:

**Associate Superintendent, Education Services  
Sturgeon Public Schools  
9820 - 104 Street  
Morinville, AB T8R 1L8**

Or email to: [frec@sturgeon.ab.ca](mailto:frec@sturgeon.ab.ca).

Indicate "Scholarship" in subject line

*In accordance with the Freedom of Information and Protection of Privacy Act (FOIP), The Sturgeon Public School Division is authorized and required under the provisions of the Education Act and its regulations to collect, use and disclose personal information that is necessary to provide educational programming and ensure a safe and secure school environment for students.*

