



**Office of the Registrar**  
 2300 Ryan Road  
 Courtenay, BC V9N 8N6  
 T: 1-800-715-0914 E: forms@nic.bc.ca

**APPLICATION FOR CREDENTIAL**

NIC STUDENT NUMBER
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**PERSONAL DATA**

Print name (below) **exactly** as you want it to appear on your document

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**Mailing Address for Credential**

ADDRESS			
CITY	PROVINCE	COUNTRY	POSTAL CODE
PHONE NUMBER		E-MAIL ADDRESS	

Month/Year you expect to complete or have completed your program.

Have you been given approval for any substitutions or exemptions:  Yes  No

\_\_\_\_\_ / \_\_\_\_\_  
 MONTH YEAR

Please indicate if you are in Co-op Education:  Yes  No

**CREDENTIAL COMPLETED** (check one) - Note: One Complimentary Transcript will be included with your credential at no charge.

**DEGREES**

Bachelor of Business Administration

**ASSOCIATE DEGREES**

Associate of Arts  
 Associate of Science

**DIPLOMAS**

Advanced Digital Design & Development  
 BC Adult Graduation  
 Business Administration Diploma Option  
 \_\_\_\_\_  
 Bus Admin – Post Degree Diploma Option  
 \_\_\_\_\_  
 Coastal Forest Technology  
 Communication Design  
 Criminology  
 Culinary Business Operations  
 DIGITAL Design & Development - Post Degree Diploma Option  
 Early Childhood Care & Education Option  
 Fine Arts  
 Global Tourism & Hospitality Management – Advanced

Human Services  
 Practical Nursing  
 Social Service  
 Tourism & Hospitality Management Option  
 \_\_\_\_\_  
 Web and Mobile Application Development

**CERTIFICATES**

Aboriginal Leadership  
 Activity Assistant  
 Aircraft Structures Technician  
 Automotive Service Technician Foundation Harmonized  
 Business Administration  
 Carpentry Foundation Harmonized  
 Coastal Forest Worker  
 Computer Information Systems  
 Culinary Business Operations  
 Early Childhood Care & Education  
 Electrical Foundation Harmonized  
 Electronics Technician Core  
 Adventure Guiding

Engineering Foundations  
 Furniture Design and Joinery  
 Global Tourism & Hospitality Management – Advanced  
 Health Care Assistant  
 Heavy Mechanical Trades Foundation  
 Hospital Unit Clerk  
 HS – Ed. Asst. /Community Support  
 HS – Ed. Asst. /CS, Indigenous  
 \_\_\_\_\_  
 Indigenous Language Fluency  
 Metal Fabricator Foundation Harmonized  
 Metal Jewellery Design  
 Office Administration Option \_\_\_\_\_  
 Plumbing & Piping Trades Foundation  
 Professional Cook Level \_\_\_\_\_  
 Tourism & Hospitality Management  
 Web Design Fundamentals  
 Welder Foundation Harmonized

If program is not listed, please indicate here: \_\_\_\_\_

<ul style="list-style-type: none"> <li>The information on this form is collected under the authority of the College and Institute Act, and will be used for the purpose shown above. Queries about the collection or correction of personal information should be addressed to the Registrar at the address on the top of this form.</li> <li>I give North Island College permission to use my name and achievements in graduation publications or announcements.</li> <li>I hereby authorize North Island College to release my student records to the addressee on this form.</li> </ul>
<p>_____ Student Signature</p> <p>_____ Date</p>

**FOR SRO USE ONLY**

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Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_