STUDENT TRANSFER APPLICATION

Please complete and return to your originating CGA Association

I, (family name/given name/middle initial) _____ **CGA STUDENT ID** _____

HAVE RELOCATED TO THE JURISDICTION OF A NEW CGA AFFILIATE OFFICE; THEREFORE, I HEREBY REQUEST THAT THE CGA ASSOCIATION OF

_____ **TRANSFER MY ACADEMIC RECORDS TO THE CGA ASSOCIATION OF** _____

PERSONAL INFORMATION

Date of Birth M_____D_____Y _____ Mr. ❒ Mrs. ❒ Miss ❒ Ms. ❒ Dr ❒

Surname/Family Name _____ First/Given Name _____ Middle Initial _____

Preferred Name _____ Former Surname(s) _____

New Home Address _____ City _____

Province/Region _____ Country _ Postal Code _____ Telephone _____

Mobile _____ Fax _____ E-mail _____

_____ This is my preferred E-mail address ❒ Previous Home Address _____

_____ City _____

Province/Region _____ Country _____ Postal Code _____

EMPLOYMENT INFORMATION

Employer _____

Position _____ Type of Industry (e.g., commerce, manufacture, etc.) _____

Employer's Address _____ City

Province/Region _____ Country _____ Postal Code

Telephone_____ Extension _____ Fax _____

E-mail _____ This is my preferred E-mail address ❒

ADDITIONAL REQUIRED INFORMATION

Preferred Mailing Address Home ❒ Work ❒ Citizenship(s) other than Canadian _____

Citizenship of International Students Transferring to Canada Canadian ❒ Permanent Resident ❒ Student Visa ❒ Work Visa ❒ Other ❒ *(attach copies of documents)*

Name of Post-secondary Institution Attended _____ Name of Conferred Degree _____

Date Degree Awarded _____ CGA has my Degree Transcripts Yes ❒ No ❒

Partner Degree in Progress Yes ❒ No ❒ If yes, which one _____ Partner Degree Student ID _____

Other Completed Professional Designation(s) _____

When is your next course enrollment (YYYY): _____

Submit transfer form to your CGA Association by the following due dates to ensure enrolment in corresponding Sessions with new CGA Association

July 1 – Fall/Session 1	October 1 – Winter/Session 2	January 1 – Spring/Session 3	April 1 – Summer/Session 4

Date of Application _____ Applicant's Signature _____

OFFICE USE ONLY – ORIGINATING AFFILIATE:

First academic year registered (e.g., S1 - 2010/11)	Last academic year registered (e.g., 2010/11)	CGA Program Code
Number of exemptions at admission and/or readmission FA1❒ EM1❒ LW1❒ FA2❒ QU1❒ MA1❒ CM1❒ FA3❒ BC1❒ FN1❒ MS1❒ FA4❒ MA2❒ AT1❒ TX1❒ AU1❒ BC2❒ FN2❒ MS2❒ AU2❒ MU1❒ TX2❒ PF1❒		
Challenge exams granted at admission (if yes, list exams) Yes ❒ No ❒ Exam:	Degree requirement satisfied at admission Yes ❒ No ❒	Time limit to complete all requirements of the program (e.g., S4 - 2010/11)
Paid non-active years taken (if yes, which year) Yes ❒ No ❒ Year:	Are non-active academic years included in time limit Yes ❒ No ❒	Number of re-admissions to CGA Program (if reassessment was done, comment below)
Experience requirement met (if yes, when) Yes ❒ No ❒ Date:	Carryover deferred/supp exam (if yes, which course) Yes ❒ No ❒ Course:	Grade outstanding (if yes which course) Yes ❒ No ❒ Course:
Extension to time limit granted (if yes, to what date) Yes ❒ No ❒ Date:	Academic integrity violation (if yes, attach details) Yes ❒ No ❒	Appeal conditions (if yes, attach details) Yes ❒ No ❒
Comments		
Processed by	E-mail	Date

Work Flow: 1. Student sends a filled out form to originating association (international students transferring to Canada include documented proof of permanent residency or copy of visas).
2. Originating association fills out 'Office Use Only' fields, initiates the transfer on the Affiliate Transfer System, and sends original form with student file to the destination association.
3. Destination association assigns a new student ID, if required, and finalizes the transfer process on the Affiliate Transfer System and their student database.

Revised November 2012

INTERNATIONAL AFFILIATES AND REPRESENTATION OFFICES

CGA Canada International 100-4200 North Fraser Way Burnaby, BC Canada V5J 5K7 T (604) 669-3555 / F (604) 689-5845 E internationalinquiries@cga-canada.org www.cga-international.org	CGA Hong Kong 14B Dah Sing Life Building 99 -105 Des Voeux Road Central Hong Kong T (852) 2858-1712 / F (852) 2559-4536 E info@cgahk.org.hk www.cgahk.org.hk	CGA Caribbean First Floor Old Town Hall Building, Cheapside Bridgetown, BB11142 Barbados T (246) 426-1842/ 434-8256/ 436-8761 F (246) 424-8496 E students@cga-caribbean.org.bb E members@cga-caribbean.org.bb www.cga-caribbean.org
Shanghai CGA Program Rep Office 14 E, Apong Mansion, 585 Ling Ling Road Shanghai 200030, P. R. China T (8621) 6468-6541 / F (8621) 6439-3298 E edush@cga-china.org www.cga-china.org	Beijing CGA Program Rep Office Room 304, Tower B, Jia Li Building 180 Beiyuanlu, Chaoyang District Beijing 100101, P. R. China T (8610) 6491-6570 / F (8610) 6492-1279 E edubj@cga-china.org www.cga-china.org	Guangzhou CGA Program Rep Office Room 2601, Tower B, Feng Xing Building 242 Tianhe Road Guangzhou 510620, P. R. China T (8620) 3880-5523/5544 / F (8620) 3880-3598 E edugz@cga-china.org www.cga-china.org

Bermuda students and members contact CGA Nova Scotia
Bahamas students contact CGA Caribbean and Bahamas members contact CGA Canada International

CANADIAN PROVINCIAL AFFILIATES

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