COMMISSION SCOLAIRE
Eastern Townships
SCHOOL BOARD

Academic Information Inquiry
(attestation of studies, report cards, etc.)
340, rue St-Jean-de-Bosco, Magog (Quebec) J1X 1K9
819-868-3100 ext. 55026

PERSONAL INFORMATION (Write in print letters)

Last name	First name	Date of birth: (YYYY/MM/DD)
Address (actual)		Postal code
Phone number		Permanent code (if known)
E-mail		

INFORMATION ABOUT THE STUDENT'S PARENTS

Father's last name	Father's first name
Mother's last name at birth	Mother's first name

DOCUMENT(S) REQUESTED

◯ Attestation of studies. ◯ Report card (s) (Specify school year(s))

◯ Other (specify reason): _____

To obtain a copy of your official transcript, diploma or a copy of English instruction eligibility certificate, please contact the *Ministère de l'Éducation du Québec* at www.education.gouv.qc.ca or by phone at 514-788-3325

Reason of the request:

◯ Resume studies ◯ Employment ◯ Other (specify reason): _____

INFORMATION ABOUT THE LAST SCHOOL ATTENDED AT THE EASTERN TOWNSHIPS SCHOOL BOARD

Name of School	School year	Grade	Grade completed? Yes	No

_____ Signature	_____ Date (YYYY/MM/DD)

Note 1: Please note that a document request made for another person MUST INCLUDE a direct procuration from that person (It must be written and signed by the person)
Note 2: Please include a copy of a valid photo I.D. (Driver's license, Medicare Card, etc.)
Note 3: PROCESSING TIME: Please note that we have a period of twenty (20) days following receipt of the request to process it, in accordance with the legal provisions (L.R.Q. c A-21) art. 98.