

# Request Designation Review

Advanced Education is collecting this personal information under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* (Alberta) to initiate and manage the designation review process in accordance with the *Student Financial Assistance Act* (Alberta), the *Canada Student Loans Act* and the *Canada Student Financial Assistance Act*, each as may be amended from time to time. The use and disclosure of the personal information is managed in accordance with FOIP. If you have any questions about the collection, use or disclosure of this information, call the Alberta Student Aid Service Centre toll free at 1-855-606-2096 from anywhere in North America. You can also mail your questions to Alberta Student Aid, Privacy Officer, PO Box 28000 Stn Main, Edmonton AB T5J 4R4.

To initiate a designation review, complete and submit this form to Alberta Student Aid. You will be contacted by email with the result of the review. Processing times may increase due to volume.

**To complete a fillable form:** 1. Save to your desktop. 2. Complete form. 3. Save final. Check, then submit. Never complete in a browser.

My Personal Information						
Last Name ( <i>current legal name</i> ) <input style="width: 95%; height: 20px;" type="text"/>	First Name ( <i>current legal name</i> ) <input style="width: 95%; height: 20px;" type="text"/>	Middle Initial <input style="width: 95%; height: 20px;" type="text"/>				
Telephone Number (format: 999-999-9999) <input style="width: 95%; height: 20px;" type="text"/>	Email Address <input style="width: 95%; height: 20px;" type="text"/>	Alberta Student Number <input style="width: 95%; height: 20px;" type="text"/>				
School Information						
Name of School <input style="width: 95%; height: 20px;" type="text"/>						
Address <input style="width: 95%; height: 20px;" type="text"/>						
City/Town <input style="width: 95%; height: 20px;" type="text"/>	Prov/State <input style="width: 95%; height: 20px;" type="text"/>					
Country <input style="width: 95%; height: 20px;" type="text"/>	Postal/Zip Code <input style="width: 95%; height: 20px;" type="text"/>					
Program of Study <input style="width: 95%; height: 20px;" type="text"/>						
Credential: <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Associate <input type="checkbox"/> Bachelor <input type="checkbox"/> Master's <input type="checkbox"/> Doctorate						
Program of Study Start Date <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Month</td> <td style="width: 50%; text-align: center;">Year</td> </tr> <tr> <td style="height: 20px;"><input style="width: 95%; height: 100%;" type="text"/></td> <td style="height: 20px;"><input style="width: 95%; height: 100%;" type="text"/></td> </tr> </table>	Month	Year	<input style="width: 95%; height: 100%;" type="text"/>	<input style="width: 95%; height: 100%;" type="text"/>	Length of Program <input type="checkbox"/> 1 year or less <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	
Month	Year					
<input style="width: 95%; height: 100%;" type="text"/>	<input style="width: 95%; height: 100%;" type="text"/>					
Correspondence/E-Learning/Distance Study <input type="checkbox"/> Yes* <input type="checkbox"/> No *If yes, a school official must complete the <b>Required Information for a Correspondence/E-Learning/Distance Study Program</b> form and email to: <a href="mailto:designationinquiry@gov.ab.ca">designationinquiry@gov.ab.ca</a>						
School Contact Information						
Name <input style="width: 95%; height: 20px;" type="text"/>	Position <input style="width: 95%; height: 20px;" type="text"/>					
Telephone Number (country code, 999-999-9999) <input style="width: 95%; height: 20px;" type="text"/>	Email Address <input style="width: 95%; height: 20px;" type="text"/>					
<b>Send documents electronically: 1. Save to your desktop. 2. Submit via email to: <a href="mailto:designationinquiry@gov.ab.ca">designationinquiry@gov.ab.ca</a></b>						