GLOBAL UNIVERSITY CANADA

GUC Learning Centre – Remittance Form
[make extra copies of page 2 as needed]

Date: _____
LC Name: _____
LC Address: _____
Church Name: _____
LC Administrator: _____
Administrator Email _____ Phone: _____
No. of Applications enclosed: _____
No. of SEC's enclosed: _____
No. of Study Guides returned: _____
No. of textbooks returned: _____

Student Name [Please print]	Items [Use Code*]	Amt. Paid per item	Payment Method [CC or CH]	Total Paid by Student

***CODES:**
AF – Application form
TF – Tuition Fee
CC – Credit Card
SG – Study Guide
SH – Shipping & Handling [$10 ONT/$15 ROC]Å
CH - Cheque
TB – Textbook

NOTE: Credit card information goes on the application form and SEC (Subject Enrollment Card).

Student Name	Items [Use Code*]	Amt. Paid per item	Payment Method [CC or CH]	Total Paid by Student

PLEASE NOTE: Do not consolidate the student's payments into one cheque. If they pay in cash, provide one cheque for those students only and a list of how much the cheque contains for each student. Be sure to explain on this form exactly how much each student has paid and what it is for.

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