

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

**Request for a duplicate of a certificate of eligibility**

**1. Please fill in the information concerning the child already eligible**

Child's surname(s)	Given name(s)
Date of birth (year / month / day)	Québec permanent code, if available
Father's name(s)	Given name(s)
Mother's maiden name(s)	Given name(s)

☛ **If you are a parent** requesting a duplicate of your own certificate of eligibility, this procedure is not necessary. If you know your permanent code and if you have a statement of marks or report card proving that you were in English school in Québec, in 1977 and after, bring this information to your school or school board and ask to complete the short form to request eligibility for your child or children.

Nonetheless, if you still wish to have a duplicate of your certificate of eligibility, you have to follow the same procedure as indicated on this form.

**2. Indicate your home address and phone number**

_____	_____	_____
Civic number	Street	Apartment number
_____	_____	_____
Municipality	Province	Postal code
( ) _____	( ) _____	
Telephone number	Personal Fax number	
_____		
Signature of parent or guardian		

**3. Return this form with a copy of the birth certificate (long form) of the person for whom the request is made to :**

**AEA- Montréal  
600 rue Fullum, 11e étage  
Montréal H2K 4L1**

By email: AEA-Mtl@education.gouv.qc.ca  
By fax: 514-864-2665