

Transcript and Diploma Request Form

Revised February 2025

Canadian Adult Education Credential (CAEC)

GED®

Adult Basic Education (ABE)

Ministry of Immigration and Career Training

1000, 2103 11th Avenue

REGINA SK S4P 3Z8

306-787-5597 | caec@gov.sk.ca

To request transcripts for the Canadian Adult Education Credential (CAEC), GED® or Adult Basic Education (ABE), please complete this form and submit via email to caec@gov.sk.ca.

Applicant Information

Note: All fields with a * are mandatory.

Current Legal Last Name*	Current Legal First Name*	Middle Name	
Former Surname(s) (if applicable)	Date of Birth (dd-mmm-yyyy)		
Mailing Address*	City/Town*	Province*	Postal Code*
Telephone Number*	Email Address*		
Location of CAEC or GED® Testing/ABE Programming			Year Completed*

Transcript Type

CAEC **GED®** **ABE 10** **ABE 12** (prior to 2000)

NOTE: For High School or ABE 12 (after 2000), please visit:

www.saskatchewan.ca/residents/education-and-learning/credits-degrees-and-transcripts/requesting-transcripts-for-high-school

Transcript Request - \$25

Please select option 1 OR 2*

Option 1:

One (1) transcript sent directly to me.

Option 2:

One (1) transcript sent to the institution below and one (1) transcript sent to me.

Saskatchewan Polytechnic - Moose Jaw

Saskatchewan Polytechnic - Prince Albert

Saskatchewan Polytechnic - Regina

Saskatchewan Polytechnic - Saskatoon

Carlton Trail College

Great Plains College

Dumont Technical Institute

Northlands College

North West College

Saskatchewan Indian Institute of Technologies

Suncrest College

Other: _____

Southeast College

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Diploma Request - \$25

One (1) CAEC or GED® Diploma sent to me (Diplomas are not available for ABE)

Payment

Once your transcript request has been verified, payment instructions will be provided to you.

TOTAL FEES: _____

Consent

I authorize the Government of Saskatchewan to disclose my transcript information to the institution or organization listed above in accordance with the instructions I have provided.

In the event that the record requested on this form is not found in our database, I authorize the Ministry of Immigration and Career Training to release my personal information, such as my complete name and date of birth, to the Ministry of Education so they can check their database and verify that they have my records.

Signature of Applicant*

Date (DD-MM-YYYY)*

Please submit this form to caec@gov.sk.ca with the subject line CAEC Transcript or Diploma Request. For questions about this form, please call the CAEC Administration Office at 306-787-5597. For questions about the collection, use or sharing of personal information or the consent form, please contact the Ministry of Immigration and Career Training Privacy Officer at 306-510-4823.

CAEC Office Use Only

- Record Verified
- Payment Received
- Transcript/Diploma Sent

**CAEC Administrator,
Ministry of Immigration and Career Training**

Date