



OFFICE OF THE DEAN

Letters of Standing

Students transferring to another institution and occasionally those applying to graduate school may be asked to supply a *Letter of Standing* to confirm that they are in good academic standing and have neither committed nor are being investigated for having committed an academic offense or violation of the student code of conduct. Our office is pleased to supply such letters. Since we must first engage in information gathering, we required at least seven (7) business days in order to supply the requested letter.

Requests should be submitted to Treena D'Souza, Executive Assistant, Office of the Dean, room 3200-Davis Building in person or via email: treena.dsouza@utoronto.ca

3359 Mississauga Road, Room 3200-William G. Davis Building, Mississauga, ON L5L 1C6
Canada
Tel: +1 905 828-3719 • Fax: +1 905 828-3979 • www.utm.utoronto.ca