



Acadia University Custodian Procedure

Citizenship and Immigration Canada may in some cases require that persons under the age of 19 applying for a study permit have a Custodian living in the local community in Canada.

In the event that you still do not have a custodian, Acadia University has assigned an individual to provide custodianship for emergency cases. Please complete the attached forms along with Government of Canada Custodian Declaration - Parent/Guardian Declaration, found at: <http://www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf>.

When completing the Government of Canada form please use the following Custodian information:

Full Name: James Sanford
Status in Canada: Canadian Citizen
Date of Birth: October 13, 1964
Current Address: 30 Highland Avenue, Wolfville, Nova Scotia, B4P 2R6
Telephone #: 902-585-1460

Please ensure you have included the following:

- Acadia Custodian Request Form
- Acadia Terms of Reference Form
- Government of Canada Custodian Declaration - Custodian Form (page #1 completed with student / family information) Parent/Guardian Form (page #2 completed)
- Copy of the information page from student's passport

When all forms are complete please forward them to:

By Mail: Acadia University
Recruitment and Student Services
Custodian Requests – Box 40
31 Acadia Street
Wolfville, Nova Scotia
B4P 2R6
Canada

By Fax: Faxed signed copies can be sent to 902-585-1092

By Email: Scanned signed copies can be emailed to custodian@acadiau.ca