



DOCUMENT REQUESTS

Document Requests include: Labour Mobility Form Completion (outgoing); Verification of Registration *(does not include letter of authorization for Criminal Record Checks, where required – please contact the College at info@collegeparamb.ca for this specific request)*

1. Log in to the Registrant Portal
2. Choose “Document Request” from the menu
3. Complete the “document request” form as presented
4. Remember to upload document(s) (if applicable). For Labour Mobility Forms please upload both pages after you have completed page 1
5. Submit your request. Upon submission a \$50.00 administration fee is payable immediately by VISA or MASTERCARD only
6. Your request will be completed within 10 business days
7. After submitting your request, monitor your email for any additional information required until the request has been completed

If you have any questions please submit them via email to info@collegeparamb.ca and include the phrase “Assistance with Documentation Request” in the subject line so that it will be redirected accordingly.