

# Security Training Programs Certificate Replacement Form



To request a replacement training certificate, please complete the form below and attach a photocopy of one of the following types of valid government issued photo identification:

- BC or other Provincial Driver's License or BC Identification Card
- Canadian passport
- Citizenship identification with photo
- Military or police identification
- Other government-issued photo identification

Replacement certificates are processed within 6-7 business days. Please allow 14 business days from receipt of your request for processing.

Completed forms can be received in one of the following ways:

1. By mail to: Security Training Programs  
Justice Institute of British Columbia,  
715 McBride Blvd,  
New Westminster, BC V3L 5T4
2. By e-mail to: [securitytraining@jibc.ca](mailto:securitytraining@jibc.ca)

If you are submitting your application by e-mail, Security Training Programs will call to collect payment for your request. If you are submitting your application by mail, you can choose to include a certified cheque or money order for \$300.00.

Personal & Contact Information			
Last Name		First Name	
JIBC Student ID (if known)		Date of Birth (YY/MM/DD)	
Mailing Address (location where certificate will be mailed; must match address on ID)			Street Address, Unit #
			City, Province
			Postal Code
E-mail Address		Phone Number	
Certificate Requested		Payment Type	
<b>OFFICE USE ONLY (DO NOT COMPLETE)</b>			
Date Received		Payment Received	
ID Verified		Date Sent	