



# HERITAGE CHRISTIAN COLLEGE

OFFERING WORLD CLASS UNIVERSITY EDUCATION

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## Academic Service Request Form

Student ID	
Student Name	
Programme	

### Request

Introduction letter for visa  English Proficiency  Transcripts

Attestation  Introduction letter for Immigration

Student Signature	Date
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Please attach the receipt of payment before submitting to the Academic Affairs Unit.

**Payment: GH¢. 50.00 (Fifty Ghana Cedis) for each request (Except for Immigration Letter).  
Receipt to be submitted to Academic Affairs Unit before processing of the request.**

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