[insert College/Dept. letterhead or logo]

**Graduate Students’ Association**

Saskatoon, SK, S7N 5A3

Canada

Click or tap to enter a date.

**RE: U-PASS Opt-Out REQUEST**

Dear GSA,

Due to COVID-19, the University of Saskatchewan acknowledges some of its Winter Term 2022 programming is still remote. This letter is only for those students, who are registered exclusively in distance-based education program (not remote programs). This is to confirm that the following student will be completing their coursework and studies for the **Winter 2022 term** **in exclusively distance-based education program** and will not be required to access the campus.

**Program title (full)**: Click or tap here to enter text.

**Student name (full)**: Click or tap here to enter text.

**Student NSID**: Click or tap here to enter text.

**Student ID #**: Click or tap here to enter text.

**Department Head/Grad Chair/Grad Secretary #:** Click or tap here to enter text.

**Department Head/Grad Chair/Grad Secretary:** Click or tap here to enter text.

**Course Code:** Click or tap here to enter text.

**Course CRN#**: Click or tap here to enter text.

Sincerely,

\_Supervisor’s signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [please print Supervisor’s name here]

*Once your supervisor/graduate chair/department head has completed the form, go to the GSA webpage* [GSA UPASS - Graduate Students' Association - University of Saskatchewan (usask.ca)](https://gsa.usask.ca/services/u-pass.php)*, to fill out the online opt-out form and select the “distance learning” option where you will be asked to upload this document.*