

ATTESTATION OF SCHOOL ATTENDANCE

As of now, you may obtain a personalized attestation of school attendance through your online student file.

This new function, developed in collaboration with our Computer Services, allows you to avoid line-ups at the Registrar's Office counters and obtain proof of your school attendance for the semesters in which you were duly registered.

We will continue to offer the service in person as well for cases in which requesting organization requires that the attestation bear a seal.

■ STM / OPUS card

This proof of school attendance is accepted as an official document by the Société de transport de la ville de Montréal (STM) for the purposes of obtaining an OPUS card.

From now on, you no longer need to have your registration confirmed by the Registrar's Office on the STM form.

■ How to obtain your attestation using your online student file

In your online [student record](#):

You must first identify yourself (access code, password and birth date)

- Click on the "Aller" button for the "Attestation de fréquentation scolaire" function.
- Select the semester for which you want to print an attestation of school attendance using the drop-down menu.
 - Only the semesters for which you were duly registered will appear.
- Click on the "Produire" button to create the attestation.

The following message will appear on screen once the attestation has been created:

La production de votre attestation de fréquentation scolaire est en cours. Vous recevrez un courriel lorsque l'attestation sera disponible.

Once you have received the e-mail advising you that the attestation is available, simply return to your student file and click on the attestation you have requested. It can be printed or saved as a PDF.

Repeat this process each time you wish to obtain an up-to-date attestation.