



New for the 2019 tax year, the Canada Revenue Agency (CRA) requires all designated educational institutions in Canada to file the T2202 Tuition and Enrolment Certificates forms with the agency. To prepare a T2202 form for the 2019 tax year, the student's Social Insurance Number (SIN) is now required. Subsection 237(1) of the Income Tax Act requires that students provide a SIN, upon request, to the preparer of the tax information slip.

ACTION:

Log into your CNC Connect account and click on the Social Insurance Number link to provide your number securely. **You may also visit the Office of the Registrar or regional campus Admissions office and provide this number in person.** Please bring picture ID.

Access CNC Connect by going to <u>cnc.bc.ca</u> and then clicking on LOGIN in the top right corner and choosing "CNC Connect". Instructions on how to retrieve your password can be found on the CNC Connect landing page if required.

Thanks for your prompt attention to this matter. T2202 tax forms for 2019 will be available at the end of February 2020 through your CNC Connect account.

NOTE: **Never send your SIN via email.** CNC will only request that you provide your personal information through secure methods. These methods include CNC Connect and in person.

Office of the Registrar

College of New Caledonia 3330 - 22nd Avenue Prince George, BC V2N 1P8

tel: 250.561.5800 or 1-800-371-8111 fax: 250.561.5861

registrarsoffice@cnc.bc.ca