

Credentials

Version 7

Published 2/9/2022 by [Gerald Encabo](#) Last updated 4/7/2022 5:33 PM by [Ingrid Scheepers](#)

Credentials

Seneca offers programs that lead to the following credentials: certificate, diploma, advanced diploma, graduate certificate and degree.

Digital Credentials

A digital credential is an electronic version of your Seneca credential that may be shared with employers or other institutions to verify that you have successfully completed your academic program.

Seneca is using a new Canadian digital credential platform called [MyCreds](#) to issue academic documents electronically. These digital credentials are certified and considered official, and can be shared securely with educational institutions, employers and other third parties.

For information about how to access, view or share your digital credential please visit our [FAQs](#).

Note: Digital credentials are only available for students who completed their program as of December 2021.

Printed Credentials

Printed credentials will be mailed to all eligible graduates after final grades are released and eligibility to graduate has been confirmed.

Timing

Credentials are mailed via courier (UPS) and can take eight to 12 weeks for delivery.

Courier Address Information

To ensure you receive your credential, your courier address, email and phone number must be up to date in [Student Home](#).

To complete your courier address, include the following information:

- first name and last name
- full address, including apartment/suite/unit number
- city
- province
- country
- postal code/ZIP code

Follow the guidelines below to update the courier address and refer to the images below for guidance:

- Log into [Student Home](#) and select “Academic Records”
- Select “View Graduation Status”
- Verify that your courier address under “View Graduation Status” is correct
- In the “Send To Attn Of” field, include only your first and last name
- In the “Country” field, enter the country using the search tool
- Select “Edit Address”

Enter Recipient Address Information

- In the “Address 1” field, enter the street number and name; add the apartment/suite/unit number followed by a dash, if applicable
- If you are sending to a business address:
 - include the business name and/or floor number in the “Address 1” field
 - enter the street number and name in the “Address 2” field; add the suite/unit number followed by a dash, if applicable
- In the “City” field, enter the full city name; do not use abbreviations or short forms
- In the “Province” field, select the province using the search tool
- In the “Postal” field, enter the postal code; include a space between the first and last three characters.

Please Note

- do not use symbols (e.g. #, /, &, etc.)
- do not use words such as unit/suite/apartment in the address
- credentials cannot be couriered to P.O. Boxes

Edit Address

tags : convocation