**Ordering a Birth Certificate**

You need to know:

* Mother’s maiden name, middle name, place of birth, date of birth
* Father’s middle name, place of birth, date of birth
* Applicant’s address, place of birth, date of birth, birth order position

Supporting documents: one electronic file with signature,

e.g. health card (with signature), Driver’s licence,

or SIN card, status card

**If student is under 15:** Mentor must fill out and scan an authorization form to be

able to apply for the student. <http://www.ehealthsask.ca/vitalstats/Documents/Vital%20Statistics%20Authorization%20Form.pdf>

Website:

<http://www.ehealthsask.ca/vitalstats/births/ordercertificate/Pages/default.aspx>

The order must be completed in one session – can’t save the document online. If you stop typing for 30 minutes you will time out and have to start all over again.

Choose: long form

Need a valid credit card. Fee: $25

You can also print off manual forms and mail them in.

**SIN Numbers**

Need to apply **in person** at Service Canada office.

Original documents needed: **Birth Certificate**

There is **NO fee**.

You will receive your SIN number the **same day**; the card will be sent in the mail.