

To be printed in the college/university letterhead. This sample is for students who recently graduated, and is to be used as reference only.

STUDENT FULL NAME

DEGREE AWARDED (select one)

Bachelors Masters Ph. D.

DATE OF COMPLETION

MAJOR

MINOR (if applicable)

CONCENTRATION (if applicable)

As an authorized representative of the college/university, I certify that the information indicated above is correct.

NAME

DATE

TITLE

EMAIL ADDRESS

SIGNATURE
