

SAMPLE LETTER ONLY – NOT FOR OFFICIAL USE

Monday, 14 December 2015

VERIFICATION OF AWARD

Student Name:

Student ID:

Date of Birth:

This is to verify that **Student Name** successfully completed all of the requirements of the following Award at the University of Newcastle:

Award Name	Completion Date

The student commenced the **Program** in **Month, Year**.

The official language of Australia is English and degrees offered by the University of Newcastle are taught and assessed in English.

Please do not hesitate to call the Contact Centre on (02) 4921 5000 if you have any further enquiries.

Regards,

NAME

For Ms Gail White
Academic Registrar

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