

NOTIFICATION OF REQUEST FOR GRADUATION CERTIFICATE TO BE POSTED



FOR OFFICE USE ONLY
Receipt No.:
Amount
Date

This form is to be used only after the graduation presentation ceremony. All changes to the method of collection prior to the ceremony should be made in Access Adelaide.

Please complete this form if you had previously indicated that you or your authorised proxy wished to collect your certificate, but you now request the Graduations Office to post the certificate to you.

Name (*Please print*) _____
SURNAME FIRST AND MIDDLE NAMES

Student ID Number _____

Date at which you graduated (i.e. conferral date) _____

Award received (eg. Bachelor of Science) _____

Please post my certificate by registered mail to the following address:
(*Please note that the address must be a street address, we cannot deliver to post office boxes.*)

Email _____
Phone _____

The required fee is enclosed. (\$15 - *within Australia*, \$25 - *outside Australia*). Please complete section below if you wish to pay by credit card.

Signature _____ Date _____

Credit Card Details

(*Please complete this section if paying postage by credit card*)

Please charge my: Bankcard Mastercard Visa

Card Number:

Expiry Date __ / __ Cardholder's Name _____

Amount: AUD\$ _____ Signature _____

Please submit completed form in person at the Student Centre
or send to: The Graduations Office, The University of Adelaide, Adelaide SA 5005, Australia
fax: +61 8 8303 5550 email: graduations@adelaide.edu.au