

**TEXAS A & M INTERNATIONAL UNIVERSITY
REQUEST FOR CERTIFICATION**

NAME: _____ **SS#** _____ **DATE:** _____

PLEASE CHOOSE ONE:

_____ **Enrollment certification** -- Certification for previous semesters normally will be ready for pick up in one to two working days. Certification for the current semester or a future semester will not be processed until after the official census date for that semester, that is, 12th class day for Fall/Spring or 4th class day for a Summer Session.

Requested Semester _____

Date of Graduation _____

_____ **Intent to Graduate** — Normally requires five working days to prepare. You must be in the last semester or next-to-last semester before graduation and have applied for graduation.

Degree _____ Major _____

Anticipated Date of Graduation _____

_____ **Completion of Degree** — Normally requires five working days to prepare. All grades and transcripts must be received before letter can be issued.

Degree _____ Major _____

Anticipated Date of Graduation _____

ALSO CHOOSE:

_____ I will pick up my request

_____ I authorize _____ To pick up my request. Relationship: _____

_____ I want my request mailed to the address below (deferments may not be mailed to lenders):

_____ I want my request faxed to: Attn: _____

Fax #: _____

Student's Signature

FOR OFFICE USE ONLY:

Date Received: _____ Rec'd by: _____ I.D. Validation: _____

Date processed _____ By: _____

02/10

g:\forms\Request Cert.wpd