**NNAMDI AZIKIWE UNIVERSITY, AWKA**

**SCHOOL OF POSTGRADUATE STUDIES**

 **REQUEST FOR CERTIFICATE**

(*To be completed by student for collection of certificate*)

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| **Department:** |  |
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| **Faculty:** |  |

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| **Session:** |  |
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|  | **Name:** |  | **Sex: Male Female**

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| 1. | NAME IN FULL (SURNAME FIRST): |  |
|  2. | PHONE NUMBER AND EMAIL ADDRESS: |  |
| 3. | PERMANENT HOME ADDRESS:  |  |
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| 4. | CORRESPONDENCE ADDRESS: |  |
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| 5. | DATE OF BIRTH: |  |
| 6. | AGE AS AT LAST BIRTHDAY: |  |
| 7. | SPONSORSHIP: | 1. Name of Sponsor:
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|  |  | 1. Address of Sponsor:
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| 8. | QUALIFICATION: | Degree/Qualification Obtained: |
|  |  | **University** | **Degree** | **Course** | **Class of Certificate** | **Date** |
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| 9. | OTHER QUALIFICATIONS: | (State subject, year, class of degree and University/Institution) |
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| 10. | COURSE APPLIED FOR: |  |
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 |
|  | (Surname) | (Other Names) |
|  | **Phone Number:** |  | Email: |
|  | **Permanent Address:** |  |
|  | **Degree or Diploma:** |  |
|  | **Mode of Study:** | **Full Time:**

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| 1. | NAME IN FULL (SURNAME FIRST): |  |
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 | **Part Time:**

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| 1. | NAME IN FULL (SURNAME FIRST): |  |
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| 3. | PERMANENT HOME ADDRESS:  |  |
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|  |  | **University** | **Degree** | **Course** | **Class of Certificate** | **Date** |
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| 10. | COURSE APPLIED FOR: |  |
| 11. | DEPARTMENT: |  |
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|  |  | Signature of Applicant | Date |

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**Attachments:**

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| **i.**  | **Statement of Result**  |  |
|  |  |  |
| **ii.** | **SPGS Form 043 (*Student Copy Transcript*)** |  |

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|  |  |  |  |
|  | Signature of Candidate |  |  Date |

**FOR OFFICE USE ONLY**

**Records Unit:** Received: Date: Signature:

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**Secretary, SPGS:** Received: Date: Signature:

Processed: Date: Signature:

**Typist**: Received: Date: Signature:

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**APPROVAL**

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| Secretary, SPGS | Signature: | Date: |

**ISSUANCE**

|  |  |  |
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| Records Unit | Signature: | Date: |

**COLLECTION BY APPLICANT**

 Original Copies collected by me.

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| Name: |  | Signature: |  | Date: |  |