

Certification Documentation Form



Australian International
Institute of
Higher Education

TEQSA Registered in the "Institute of Higher Education" category

Certification documentation may only be requested and collected by the person named on the documentation.

Replacement documentation may incur a fee. Please refer to the Institute's *Qualifications Issuance Policy and Procedure* and *Schedule of Fees* available at: www.aiihe.edu.au.

Student Details

Full Name:		Student ID:	
Email:		Phone:	
Course:			
Campus:	<input type="checkbox"/> Sydney (NSW) <input type="checkbox"/> Brisbane (QLD)		
Requested Certification Documentation:	<input type="checkbox"/> Statement of Attainment <input type="checkbox"/> Replacement – Testamur <input type="checkbox"/> Replacement – Academic Transcript <input type="checkbox"/> Replacement – Graduation Statement		
Reason for Requesting Documentation:			
Supporting documentation: (Student identification)	<input type="checkbox"/> Certified copy of driver's licence or passport <input type="checkbox"/> Presentation of driver's licence or passport upon collection <input type="checkbox"/> Other:		
Name:			
Signature:		Date:	

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OFFICE USE ONLY

Reference Number:			
Receiving Officer:		Date Received:	
Reviewing Officer:		Date Acknowledged:	
Payment:			
Documentation issued on:			
Student identification provided on:			
Documentation sent or collected on:			
Record created in the Register of Issued Qualifications on:			