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| **كلية الدراسات العليا**  |  | **College of Graduate Studies**  |

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| new_uos_logoA Form to Obtain Graduation Requirements Letter (Masters) (M22) |

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| Dear Dean of College of Graduate Studies, Greetings,Kindly, grant me a letter, confirming that I have completed my graduation requirements, after I defeneded my thesis.[ ] Submitted two copies of theses / I don’t require to submit a copy as I am in non-thesis track[ ] Recommendation for the Award of the Master’s Degree |

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| Student Name |  |
| ID. No. |  | Mobile No. |  |
| Specialization |  | College |  |

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| Verification of the Assigned Employee at the College of Graduate Studies |
| “Recommendation for the Award of the Master’s Degree” Received from concerned department | [ ] Yes | [ ] No | Receiving Date |
| [ ] The required copies were delivered + CD if the student defended the thesis[ ] Needless to hand over copies of the Thesis | [ ] Yes | [ ] No |  |

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| **Department of Graduate Studies Head Comments** | Signature |
| Student’s Graduation Semester | Date |  |
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| Ms. / Director of the Registration Department Greetings,Since the student’s has successfully completed the graduation requirements, please:1. Provide the student with a letter to “whom it may concern” that the student has sucessfully defeneded his/her thesis.
2. Attested document shall be given after the approval of the Deans Council.
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\*\*This statement is not a substitute for the original graduation certificate

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| **Approval of Dean of College of Graduate Studies** |
| Signature | Date |
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The student will be notified within 24 hours after signing to receive the certificate from the Registration Department