

# GRADUATION CONFIRMATION LETTER (卒業確認証明書) REQUEST FORM

Choose from the following options:

Confirmation in English

Confirmation in Japanese

Receive by Mail

(Please include mailing address below.)

Pick Up

Receive by Email

Processing Time: 3 Business Days

Date of Request:

TUID #:

Last Name:

First Name:

Current Address:

Zip Code:

Contact Phone #:

Date of Birth:

Email Address:

Graduated in / Graduating after (semester):

Degree:

Major:

Minor:

Certificate:

How many letters do you need? \_\_\_\_\_ Copies @ 1,100 yen per copy.

Why are you requesting this letter?

(If this letter is required for a visa application/renewal, please also indicate the visa type – student, job hunting, work visa, etc...)

.....  
**OFFICE USE ONLY: GRADUATION CONFIRMATION LETTER**

Date of Request: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Received By \_\_\_\_\_

Name: \_\_\_\_\_, \_\_\_\_\_ TUID#: \_\_\_\_\_

Bursar's Check: <Paid Stamp Here Please>