



# AZM UNIVERSITY

## ACADEMIC CERTIFICATION REQUEST

Name ..... ID# .....  
Last First Middle

..... الاسم الثلاثي  
اسم العائلة اسم الأب الاسم

Faculty ..... Major ..... Semester/Year .....

Email ..... Telephone # .....

Year of graduation or the last semester you studied at the University .....

Certificates will not be issued until all outstanding debts to the University have been paid in full. We do not provide electronic transcripts, or send them via fax or E-mail. Allow 1 to 2 business days for processing in-person requests, except during the peak periods.

Certificate needed:	English/Arabic	Copies
Certificate showing tuition fees for current semester	<input type="checkbox"/> English <input type="checkbox"/> Arabic	
Certificate showing tuition fees for the academic year	<input type="checkbox"/> English <input type="checkbox"/> Arabic	
Certificate showing Degree Received	<input type="checkbox"/> English <input type="checkbox"/> Arabic	
Certificate showing Years Spent at university	<input type="checkbox"/> English <input type="checkbox"/> Arabic	
Certificate showing Degree Received and language of Instruction	<input type="checkbox"/> English <input type="checkbox"/> Arabic	
Certificate showing Years Spent at university and language of Instruction		
Enrollment Certificate	<input type="checkbox"/> English <input type="checkbox"/> Arabic	

Student Signature ..... Date .....

Business office signature: ..... Date .....

Registrar's Office Use Only:	
Date Received .....	<input type="checkbox"/> Approved
Date Processed .....	
Processed By .....	Signature .....