## University Letterhead



## **Template Certificate of Expected Graduation**

DD/MM/YYYY

To whom it may concern:

RE: Mr. John Smith (student No. XXXXXX)

Date of Birth: DD/MM/YYYY

This is to Certify that Mr. John Smith is registered as a Full Time undergraduate student in the Department of xxxx, Xxxx University, for the degree of xxxxx (BA, BSC, BBA etc).

Mr. John Smith commenced study on DD/MM/YYYY and we anticipate the degree will end on DD/MM/YYYY. Subject to satisfactory progress, we expect this student to graduate in DD/MM/YYYY.

Should you have any further queries regarding this student's academic status, please do not hesitate to contact me.

Yours sincerely,

University Seal

Taro Waseda Registrar, or Head of the department, etc. XXXXX University