

REQUEST FOR TESTAMUR AUTHENTICATION STAMP

Please fill out this form if Authentication stamp is required for immigration or other purposes.

PLEASE SUBMIT YOUR TESTAMUR ALONG WITH THIS FORM

1. PERSONAL DETAILS

Griffith Identification number:

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Name:

Family name:

First name:

Other names:

Date of birth:

/ /

Mailing address:

No and street:

Suburb/town:

State:

Country:

Postcode:

Home telephone number:

Work/mobile telephone number:

Current email address:

Program title:

Graduation year:

2. RESEND METHOD – please tick ONLY 1 method either A or B

A) COLLECT FROM STUDENT ADMINISTRATION CENTRE

Please tick which centre you would like to collect your testamur from:

- Gold Coast Student Centre
- Logan Student Centre
- Mt Gravatt Student Centre
- Nathan Student Centre
- Southbank Student Centre (Queensland College of Art)
- Southbank Student Centre (Queensland Conservatorium)

B) MAILED (POSTED) TO MY MAILING ADDRESS (postage fee applies see below)

3. METHOD OF PAYMENT (ONLY IF RESEND IS VIA POST)

There is a postage fee of \$10.00AUD (within Australia) or \$45.00AUD (overseas) if this is the method chosen.

Payment is via GriffithPay an online payment gateway. Please advise your email address so access to GriffithPay can be sent to you.

Email: _____

4. STUDENT SIGNATURE

OFFICE USE ONLY (date received)

LODGING INSTRUCTIONS – send this form along with your testamur to:

Mail: Graduations Office
Nathan campus
Griffith University
170 Kessels Rd
Nathan QLD 4111

Please allow approximately **FIVE WORKING DAYS** for processing this request from receipt.

Requests could take up to **20 WORKING DAYS** to be processed during the peak periods of July and December.

QUESTIONS

If you have any questions about the process of resending testamurs, please 'Ask us' at www.griffith.edu.au/ask-us

PROTECTING STUDENT PRIVACY

Griffith University collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. For further information consult the University's Privacy Plan at www.griffith.edu.au/ua/aa/vc/pp/ or Telephone (+61 7) 387 57700 or (+61 7) 555 28811.