



To whom it may concern

I, the undersigned (*full name*),
hereby authorise (*full name*),
Date of birth....., to collect my (*name of exam and level*)
..... diploma, which I obtained in (*month/year*)
....., in my name, and to sign the acknowledgement of
receipt document held at the examination centre.

- I confirm they will be bringing;
- this letter
 - their own official ID (passport, photo driving licence, photo residence permit or national ID card only)
 - a photocopy of my official ID.

Date:.....

Signed:.....