



# UNIVERSITÀ DEGLI STUDI GUGLIELMO MARCONI

## Certificate Request

### The Undersigned

Ms./Mr. ....

Student ID ....., born on ...../...../..... in .....

enrolled on ...../...../..... for the Academic Year 20.../20...

in the programme: \_\_\_\_\_

### Requests by the International Students Office the below selected certificates:

Nr. ( Number of Certificates)	Euro
Nr..... ENROLLMENT CERTIFICATE*	40
Nr..... EXAMS CERTIFICATE	50
Nr..... COMPLETION OF STUDIES CERTIFICATE	50
<b>DUPLICATE</b>	
Nr..... ORIGINAL DIPLOMA	200
Nr..... BACHELOR ACADEMIC TRANSCRIPT	100
Nr..... MASTER ACADEMIC TRANSCRIPT	100
Nr..... MASTER'S DEGREE ACADEMIC TRANSCRIPT	100
<b>COPY CONFORM TO THE ORIGINAL</b>	
Nr..... DIPLOMA**	40
Nr..... ACADEMIC TRANSCRIPT**	40

\* the first Enrollment Certificate is free of charge,

\*\*document suitable for the Hague stamp (Apostille Convention).

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www.unimarconi.it

info@unimarconi.it

Codice Fiscale e Partita IVA: 07154361005





# UNIVERSITÀ DEGLI STUDI GUGLIELMO MARCONI

## How to receive the Certificate:

- Via e-mail (please write below your e-mail address)

\_\_\_\_\_

- Via postal service, to the address, provided at the time of the enrollment (or to the below one)

\_\_\_\_\_

- Through the below delegated person/agency

Delegate: \_\_\_\_\_

## Instructions

- **Print then duly fill out** the Certificate Request, selecting the type & the number of document(s) you require.
- **Sign and send the Certificate Request via email to [international.students@unimarconi.com](mailto:international.students@unimarconi.com) attaching the related payment receipt.**
- **Complete the payment on the same current bank account** in use for the tuition fees, specifying “Certificate Request” as reason of the payment.

**Payment method:** Wire transfer to  
*Università degli Studi Guglielmo Marconi*  
Banco BPM S.p.A.  
IBAN: IT56A0503403204000000000425  
BIC/SWIFT: BAPPIT21A64.

**Date** ...../...../.....

**Signature**.....

