



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
Nr..... ACADEMIC INFORMATION CERTIFICATE – POSTGRADUATE PROGRAMME	70
DUPLICATE	
Nr..... ORIGINAL DIPLOMA	200
Nr..... BACHELOR ACADEMIC TRANSCRIPT	100
Nr..... MASTER ACADEMIC TRANSCRIPT	100
Nr..... MASTER'S DEGREE ACADEMIC TRANSCRIPT	100
COPY CONFORM TO THE ORIGINAL	
Nr..... DIPLOMA**	40
Nr..... ACADEMIC TRANSCRIPT**	40

* the first Enrollment Certificate is free of charge,

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





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 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.....

