

Request for Early Release of Testamur



Students may request an early release of their testamur when they are returning to their country of origin, or are leaving Australia for an extended period and will not attend a graduation ceremony. There is a \$100 fee attached to the request for early release testamurs.

Please note: Processing of these requests will take up to **four weeks** from the date the graduate is qualified.

No early release of testamur applications will be processed in the 2 week period prior to the start of the first scheduled graduation ceremony or during the actual graduation ceremony period itself. Graduates who submit requests at this time should expect some delay in receiving their testamur.

Complete this form and return it to:

A Graduation and Prizes, Student Services Building, University of Newcastle, CALLAGHAN NSW 2308,

F +61 2 4921 7166

E graduation@newcastle.edu.au

Please note that testamurs will not be released if students are indebted to the University.

Student Details

Student No: Date of Birth:

Family Name: Other Name(s):

Degree Title:

Address Details

Address:

.....

.....

City: State: Post Code:..... Country:

Phone No: Email Address:

Mail / Collection Details

Date Testamur is required: Mail Collect (Please tick)

Payment Details

Payment is attached I am a Singapore Campus Student (Please tick)

Additional Information

If you are leaving the country, please indicate the date of departure:.....

Signature

Signature: Date:

OFFICE USE ONLY –Graduation and Prizes to complete

Step	Student Indebted?	Yes	No	(circle)	Payment Made?	Yes	No	Not Required	(circle)
Step 1	Testamur Checked	<input type="checkbox"/>			Testamur Reprint No	Date	
Step 2	Qualified	<input type="checkbox"/>			Conferral Date:	OR Not Qualified:			
Step 3	Testamur Posted	<input type="checkbox"/>			Registered Post Number.....	Date	OR	
Step 4	Student Contacted	<input type="checkbox"/>			Date.....	Testamur collected	<input type="checkbox"/>	Date	

Signed (Student or Agent) Date

