

## Authorisation Letter Collection of Graduation Documents (Class of 2025)

To: Office of Student Services

I, \_\_\_\_\_, \_\_\_\_\_,  
*(Student's name in full as in NRIC/Student's Pass)* *(Student's NAFA Admission Number)*

hereby authorise

\_\_\_\_\_, \_\_\_\_\_,  
*(Authorised representative's name in full as in NRIC/ID document)* *(Last 4 alpha-numeric of NRIC/FIN)*

to collect the following document(s) on my behalf *(please ✓ accordingly)*:

- ☐ Degree Certificate (UAL)
- ☐ Degree Certificate and Transcript (RCM)
- Diploma Certificate

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Important Note**

For verification purposes, the authorised representative will be required to produce the following documents during collection:

- Signed authorisation form by the student
- The authorised representative's identity card or passport