



## APPLICATION FORM FOR A REPLACEMENT AWARD CERTIFICATE

Please note that this form only applies to awards conferred by the University of Huddersfield from September 1992. Certificates issued by the University are proof that an award was conferred and as such are valuable documents that should be carefully preserved. The University will not issue duplicates to any applicant holding an original certificate. The loss or destruction of a certificate is a serious matter and a replacement will only be issued at the University's discretion and where loss is affirmed in Section C of this form.

**THE UNIVERSITY RESERVES THE RIGHT TO REFUSE A DUPLICATE WITHOUT STATING ANY REASON FOR ITS DECISION.**

Reprinted certificates, whilst of precisely the same standing as the certificates they replace, are produced in the correct layout and may not be facsimiles of the original. The cost of a replacement certificate is £30.00 (including Search Fee). To pay by credit/debit card, please complete Section B. Cheques should be made payable to "The University of Huddersfield" and should accompany this form (please allow 2 weeks for cheque clearance).

**All applicants must provide a copy of documentary evidence showing proof of identity\* (eg. a copy of passport, driving licence, birth certificate, etc.) when submitting this form.**

Please state proof of identity supplied:

**\*Applications received without proof of identity will not be processed**

**SECTION A** to be completed IN CAPITALS by the applicant

Full Name			
Name at time of Award (if different)			
Date of Birth			
University Registration Number (if known)			
Title of Award/Programme of Study			
Tick as Appropriate	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Sandwich
Year of Award		Year of Registration	
Current Address			
Contact Telephone No.			
Email Address			

