

## REQUEST FOR LETTER OF CERTIFICATION

\_\_\_\_\_ 在學證明申請表

For Office Use Only:

Date Rec'd \_\_\_\_\_

Status Verified \_\_\_\_\_

Date Dispatch \_\_\_\_\_

By \_\_\_\_\_

NAME (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_ Student# \_\_\_\_\_

Program \_\_\_\_\_ Major \_\_\_\_\_ Telephone \_\_\_\_\_

Email : \_\_\_\_\_

Address \_\_\_\_\_

Are you currently enrolled? Yes \_\_\_\_\_ No \_\_\_\_\_

Purpose of certification letter \_\_\_\_\_

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

### Remarks:

There will be a \$10.00 fee for each certification letter. Fee will be charged on your Populi account. The Letter of Certification will be available for pick up 2-5 working days after submission.

申請表 Email to : [registration@les.edu](mailto:registration@les.edu) 收