

Date: ____/____/ 20____



Form A

Head

Department of Materials and Metallurgical Engineering
Bangladesh University of Engineering and Technology
Dhaka – 1000

Re: Request for Confirmation of Studentship / Others: _____

Purpose: _____

Personal Details of the Applicant

Name of the Student (ALL CAPS) _____

Father's Name (ALL CAPS) _____

Mother's Name (ALL CAPS) _____

Student Number _____

Status Undergraduate / Postgraduate

Current Level Term / Semester _____

Total Credit Hours Earned + Continuation _____

CGPA _____

Others (if any) _____

Verified by Advisor

Name _____

Signature _____

Date _____

Dear Sir,

I request you to provide a certificate for the above-mentioned purpose.

Kind Regards,

Name of the Student _____

Signature _____

Date _____

Attachments

1. Photocopy of Previous BSc/MSc Gradesheets or BSc/MSc Transcript
2. Photocopy of SSC Certificate/ National ID Card / Passport