



UNIVERSITÀ
POLITECNICA
DELLE MARCHE

STAMP DUTY
(not for free use)
16€ *
(see note overleaf)

CERTIFICATE REQUEST free use legal use

Surname Name..... Matr.n°

Born on at Citizen

Telephone n° @mail

Degree course: (choose one) Master/Master degree on

Enrolled at year for Academic year/..... graduate on with marks

N° certificates required			TYPE OF CERTIFICATE
Legal use	Foreign use	Free use *	

STUDENTS

					X If in english
			Enrolled with legal duration of the course	English language	
			Enrolled with study plan and exams passed	English language	
			Enrolled with academic years <input type="checkbox"/> whit exams (Only in Italian language)		

GRADUATES

			Degree/Master degree	English language	
			Degree/Master degree with thesis title (Only in Italian language)		
			Degree/Master degree with exams and date (Only in Italian language)		
			Degree/Master degree with exams, date and thesis title	English language	
			Degree/Master degree with academic years	English language	
			Degree/Master degree with academic years and exams (Only in Italian language)		
			Diploma Supplement		

			Calendar year taxes - (specify the year) (Only in Italian language)
			Other (specify)

- ✓ The student must comply with the university fees
- ✓ English certificates are issued only for foreign use

* For Free use specify the reason _____

Date request _____

Signature _____

the certificate must be collected by the applicant (showing an identity document), or he/she can ask for shipment (attaching a copy of the identity document and an envelope with sufficient postage)

Surname _____ Name _____ Born on _____ at _____

Authorize

this office to send the requested document to this address

Surname _____ Name _____

Address _____

City _____ Country _____ zip code _____

(the University declines all responsibility for non-delivery of documents)

Mr/Ms Surname _____ Name _____

Born on _____ at _____

To withdraw the requested documents (bring a copy of the identity document of the applicant)

Date _____

Signature _____

CERTIFICATES FOR ABROAD

*For the legalization of the signature (if necessary for the country of destination), the applicant must go to the **Prefecture (Prefettura)** - Territorial Office of the Government of Ancona - Legalization Office, via Matteotti, 46 - 60121 Ancona*

***Certificates must ordinarily be issued on 16 € stamp (in addition to that of the application form).** Terms of payment of the stamps (for the application form and for the certificate) will be communicated by the Student Office after receiving the request.