



## Authorization Letter

I, (Name: \_\_\_\_\_, Student ID number: \_\_\_\_\_, Date of Birth: \_\_\_\_\_, Programme of study registered at XJTLU: \_\_\_\_\_), hereby authorize the following person: name: \_\_\_\_\_; relationship with me: \_\_\_\_\_; National ID/Passport: \_\_\_\_\_, to collect the following documents on my behalf:

I am an undergraduate student, documents details (please tick the appropriate box (es))

- Degree Certificate of XJTLU
- Degree Certificate of University of Liverpool (4+0)
- Graduation Certificate of XJTLU
- Academic Transcript

I am a postgraduate student, documents details (please tick the appropriate box (es))

- Degree Certificate of University of Liverpool
- Record of Study

My personal contact details are:

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

**Signature of the applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

\* Note by the Registry:

A document bearing the student's signature (e.g. copy of National ID or passport) must accompany this form. Photo ID of proxy must be presented at time of collection.