



LETTERS REQUEST FORM

I. TO BE COMPLETED BY THE STUDENT

DATE	ID NUMBER
FULL NAME	NATIONALITY
DEGREE PROGRAM <input type="checkbox"/> BArch <input type="checkbox"/> BBA <input type="checkbox"/> BCIS <input type="checkbox"/> BFA <input type="checkbox"/> BCIT <input type="checkbox"/> BS <input type="checkbox"/> BSCS <input type="checkbox"/> MBA <input type="checkbox"/> BAIS	MAJOR
FIRST TERM AT AUD	ESTIMATED DATE OF GRADUATION

- For ARABIC letters, please fill the two fields (To: & Full Name:) in Arabic.
- Please allow **2 Days to process** the letter.

To _____
We cannot write a letter "To Whom It May Concern"

TYPE OF LETTER

- Visa (Arabic) _____
Write your name in Arabic
- Driver's license (Arabic) _____
Write your name in Arabic
- Proof of Graduation Bank Letter (to open bank account)
- Proof of Enrollment (Ara Eng) No Objection Letter
- Other (please specify) _____

- ▶ Are you sponsored by AUD? YES NO
- ▶ Are you staying in the Dorms? YES NO

STUDENT SIGNATURE

DATE mm/dd/yy

II. TO BE COMPLETED BY THE REGISTRAR

The letter request could **not** be **processed** because the above student is on:

- Library Hold Admissions' Hold Financial Hold Passport Hold

REGISTRAR SIGNATURE

DATE mm/dd/yy