[Insert Letter Head of University/Campus]

Date: [Insert Date]

To Whom It May Concern:

This is to certify that [firstName lastName] has completed her [**Bachelor’s/master’s degree]** from **[University]** during [date to date].

He/She was awarded the [degree] by the university on [Date]. He/She completed two [additional coursework] in [Field of Study] on [Date].

The medium of instruction and exams for the above-mentioned courses were conducted English language for the entire four years.

I the undersigned confirm that the above facts are correct to the best of my knowledge and belief.

Sincerely,

[Insert your name]

[Insert your position]

Campus, University

Address, City, Country, Zipcode (as necessary)

Phone no: [Insert Phone Number]

Email: [insert email@email.com]