

LETTER OF AUTHORISATION
TO COLLECT 2023 GCE A LEVEL EXAMINATION RESULT SLIP AND CERTIFICATES

To whom it may concern:

I, _____ [name of student] of _____ [CT],
_____ [ID details] hereby authorize _____ [name],
_____ [ID details] to collect the following items on my behalf:

- 1) 2023 GCE A Level Result Slip
- 2) 2023 GCE A Level Certificate
- 3) School Graduation Certificate (SGC)
- 4) CCA Certificate

My proxy (named above) would provide proof of identity with a photo-ID when he or she comes to collect the certificates on my behalf. This Letter of Authorisation would also be retained by the college. If there is any clarification needed, I can be reached at _____ [mobile no].

Thank you.

Sincerely

Name & Signature

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For College use:

I, _____ [name of proxy] declare that I have collected:

	Items	Issued? (Y / N)	Proxy's signature
1	2023 GCE A Level Result Slip		
2	2023 GCE A Level Certificate		
3	School Graduation Certificate (SGC)		
4	CCA Certificate		

Collection processed by: _____ (Name of YIJC staff & date)

