

COURSE COMPLETION CERTIFICATE REQUEST FORM

Please use this form if you need proof of course completion.

1. STUDENT DETAILS

Student ID Number:

Student Name:

Student email:

2. COURSE DETAILS

Course name and level:

Course duration:

Course end date:

3. STUDENT SIGNATURE: _____ Date: ____/____/____

4. SUBMISSION OF FORM

Please submit the completed form using one of the options below:

Email: peo@smei.nsw.edu.au

In-person: Sydney Metropolitan English Institute
432 - 434 Kent Street
Sydney, NSW 2000