

Form # F-09 (Only applicable for graduates currently residing abroad)

Date:

To
The Head
Department of
University of Asia Pacific
74/A, Green Road, Dhaka-1205
Bangladesh.

Subject: Authorization Letter for Gold Medal, Certificate & Transcript

Dear Sir/ Madam

I, Mr./Ms. [Your Name],
residing in [Country Name] as a student/ employee in
..... [specify
university/organization/other occupation], hereby authorize Mr./Ms./Mrs.
..... [Authorized
Person's Name with Relationship], National ID No. _____ and
Mobile No. to collect my [Specify].

.....
Signature of the Graduate with Date

Registration No.

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Program:

Mobile Number and WhatsApp number:

Attachment:

- 1. Visa copy of Passport as proof of your presence abroad
- 2. Copies of NIDs (of the student's and authorized person's)

Forwarding by the Head of the Department to the Office of the Controller of Examinations with appropriate recommendation:

.....
.....

Signature with Seal:
Date:

Deputy Controller of Examinations