



If you are unable to collect the certificate yourself, you may authorize a person to collect the certificate on your behalf. Kindly ask the person you authorize to bring to the Registry to collect your certificate.

- ✓ this form which has been duly completed:
- ✓ a photocopy of your ID card/passport:
- ✓ a photocopy of his/her ID card/passport.

The authorized person will be required to acknowledge receipt of the certificate.

To: Registry

I cannot collect my certificate in person and would like to authorize the person stated below to collect it on my behalf.

I understand that the University will not issue replacement copy of my certificate. I will bear full responsibility for any loss or damage of certificate after collection.

My personal data and that of the authorized person are given below:

I. Personal Particulars of Graduate

Name in English (Block letters): _____

Student No.: ---

ID/Passport No.: _____ Contact No.: _____

E-mail address: _____

II. Personal Particulars of the Authorized Person

Name of authorized person (Block letters): _____

ID/Passport No.: _____ Contact No.: _____

- ❖ I declare that the information provided in this authorization letter is correct and I have acknowledged and understood the <Personal Data Collection Statement of the University of Macau/the Registry of the University of Macau>.

Signature of the Graduate: _____ Date: _____