Sample

[Your University’s name]

CERTIFICATE OF EXPECTED COMPLETION

Date Issued :

Issue Number :

Name in Full : Taro Tsukuba

Date of Birth : May XX, 19XX

Date of Admission : September XX, 20XX

Expected Date of Completion : February XX, 20XX

Department/Major : XXX Engineering

Course : Bachelor or Master

This is to certify that the above mentioned, who is a full-time student of [your Dept. or Major], [your university’s name] from [Date of Admission], is expected to complete his/her Bachelor/Master Course on [Date of Graduation].

Signature

President’s Name, Professor

 President

[Your University’s name]

Sample

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Name in Full : Taro Tsukuba

Date of Birth : May XX, 19XX

Date of Admission : September XX, 20XX

Date of Completion : February XX, 20XX

Department/Major : XXX Engineering

Course : Bachelor or Master

This is to certify that the above mentioned, who was a full-time student of [your Dept. or Major], [your university’s name] from [Date of Admission] to [Date of Graduation], successfully completed his/her Bachelor/Master Course.

Signature

President’s Name, Professor

 President

[Your University’s name]