

## CERTIFICATION REQUEST - POST LAUREAM

### We inform you that:

Article 15 (law 183/2011), which entered into force on 1 January 2012, modifies the DPR (President of the Republic's Decree) 445/2000, containing the TU (unified code) of the laws and regulations regarding administrative documentations. All certifications will be issued with stamp duty (bollo) and will contain the following wording: 'In accordance with Italian law, this certification is not valid for use in public administration offices or to private firms managing public services'.

The undersigned \_\_\_\_\_ Student ID no. \_\_\_\_\_

Born in \_\_\_\_\_ on \_\_\_\_\_

Tel. \_\_\_\_\_ Mobile (COMPULSORY) \_\_\_\_\_

### REQUESTS:

#### CERTIFICATIONS OF GRADUATION

Certification	Use *	No. of copies in Italian	No. of copies in English
Degree	Private bodies in Italy		
	Abroad		
Official Graduate Academic Transcript	Private bodies in Italy		
	Abroad		
Tuition and Fees paid	Private bodies in Italy		
	Abroad		
With years of enrolment	Private bodies in Italy		
	Abroad		

#### CERTIFICATIONS OF ENDED CAREER

Certification	Use *	No. of copies in Italian	No. of copies in English
Disqualification	Private bodies in Italy		
	Abroad		
Withdrawal from studies	Private bodies in Italy		
	Abroad		

\*Tick the use of the certification.

- I ATTACH copy of the receipt of payment** no. \_\_\_\_\_ already made through the buycert@B procedure on the Bocconi website for a total of no. \_\_\_\_\_ certifications + € 16.00 (stamp duty [imposta di bollo] for the request) and **copy of my ID document**.
- I ALSO DECLARE** that I am aware that:
  - the payment **MUST** be **EXCLUSIVELY** made through the appropriate buycert@B procedure on the Bocconi website and therefore other payment methods will **NOT** be accepted;
  - if the payment receipt is missing this request **WILL NOT** be processed by the appropriate offices.

#### The certifications requested:

- Must be sent to the following address** \_\_\_\_\_ through **National Post Service** (free delivery) –Università Bocconi disclaims all responsibility in case of certifications not delivered.
- Must be sent to the following address** \_\_\_\_\_ through **DHL courier** (delivery cost to be paid by the applicant, specify the COST BRACKET of reference)

#### NOTICE: the delivery timelines EXCLUSIVELY depend on each single delivery service provider chosen

- Be collected at the Academic Affairs Division Desk by me, the undersigned or by a person authorized by me\***

\*We remind the interested party that the authorized party must submit:

- a signed delegating paper and, enclosed, a copy of the ID document of the interested party;
- one's ID document.

**NOTICE: This request MUST be sent in addition to what described in section 1 only AFTER having correctly completed the payment transaction: via fax to the number 0039 0258362041 or via email to the following address buycert@unibocconi.it**

Date \_\_\_\_\_

Signature \_\_\_\_\_