

# Degree Audit Confirmation for Graduation Eligibility

Date: [Insert Date]

To Whom It May Concern,

This letter serves as formal confirmation that [Student's Name], a student of [Degree Program] at [University Name], has completed a degree audit as part of the requirements for graduation.

After a thorough review of [his/her/their] academic records and coursework, it has been determined that [he/she/they] is eligible to graduate pending the completion of any remaining degree requirements by [Insert Graduation Date].

Please feel free to contact our office should you have any questions or need further information.

Sincerely,

[Your Name]

[Your Title]

[Department Name]

[University Name]

[Contact Information]