

Degree Completion Confirmation

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm that [Student's Full Name], a student at [University/College Name], has successfully completed all requirements for the [Degree Type, e.g., Bachelor of Arts] in [Field of Study, e.g., Psychology] as of [Graduation Date].

Should you require any further information, please feel free to contact our office at [Contact Information].

Sincerely,

[Your Name]

[Your Job Title]

[University/College Name]

[University/College Address]

[Email Address]

[Phone Number]