



**TEXAS A&M UNIVERSITY**  
Office of ADMISSIONS

Office of Admissions  
P.O. Box 40002  
College Station, TX 77842-4002  
Phone (979) 845-1060  
Fax (979) 458-1018  
Email [international-admission@tamu.edu](mailto:international-admission@tamu.edu)

Dear TAMU Student:

In addition to official provisional degree certificates, Texas A&M University requires that you provide official documentation certifying the date on which the degree will actually be awarded or conferred. We realize that it may take up to two years for your degree to be awarded.

To expedite matters, submit this Degree Award Notice form to the **degree granting institution's** Registrar or Controller of Examinations to verify the type of degree and the date to be awarded. The Registrar/Controller of Examinations must sign and date the form. **The degree award notice form will not be considered official without the degree granting institution's seal.**

Please submit the completed form as soon as possible to avoid further delays in your registration. Please return the completed original form to the appropriate address:

Postal Mail:

Texas A&M University  
Office of Admissions  
P.O. Box 40002  
College Station, TX 77842-4002

Express Mail:

Texas A&M University  
Office of Admissions  
750 Agronomy Road, Suite 1601  
0200 TAMU  
College Station, TX 77843-0200

Thank you for your prompt attention to this matter.

Sincerely,

Admissions Processing



# TEXAS A&M UNIVERSITY

Office of ADMISSIONS

P.O. Box 40002  
College Station, TX 77842-4002  
Phone (979) 845-1071  
Fax (979) 458-1808  
Email international-admission@tamu.edu

## DEGREE AWARD NOTICE\*

This serves to verify that Mr./Ms. \_\_\_\_\_  
met all requirements for the \_\_\_\_\_  
degree awarded on \_\_\_\_\_

The official degree will be conferred on \_\_\_\_\_  
(month/year)

Verified by:

\_\_\_\_\_  
Registrar/Controller of Examinations

\_\_\_\_\_  
University

\_\_\_\_\_  
Date

\*This form will not be considered official unless it has been completed, signed and dated by the Registrar/Controller of Examinations. **The official seal from the institution awarding the degree must be stamped near the signature.**