

Notice of Loss of a Certificate (Urkunde or Zeugnis)

I,		,
born on		,
resident at the fo	ollowing address .	,
studend ID no.:		,
study programm	e	,
declare that the	following docume	nt(s) (please tick as applicable):
Urkunde (bilingual certificate awarding the academic degree)		
O Bachelor	O Master	O Diplom
Zeugnis (German certificate awarding the grade)		
O Bachelor	O Master	O Diplom
is/are/has been		
O untraceable	O permanently l	ost O destroyed
Explanation:		
I request the issue of a duplicate of the document(s) indicated above.		
I am aware that false information can lead to legal action and expressly declare that the information provided above is correct.		
With the issue of a duplicate the original document(s) is/are declared invalid.		
Enclosed: proof of payment of the administrative fee of €10		
Date, signature	(student)	

Please note: Please complete the German form. This English translation is intended to allow English-speaking students a better understanding of the document. It is solely for information purposes and only the German version is legally binding.