

Educational Qualification Confirmation Letter

[Institution/University Letterhead]

Date: _____
Reference No.: _____

To,
[Name/Designation of Requesting Organization]
[Address]
Subject: Confirmation of Educational Qualification for Third-Party Verification

Dear Sir/Madam,

This is to confirm that the below-mentioned individual is a former student of our institution and has successfully completed the listed educational qualification(s):

Candidate Details:

Name: _____
Registration/Enrollment No.: _____
Course/Program: _____
Duration: _____
Year of Passing: _____

After verifying our records, we hereby certify that the above information is true to the best of our knowledge.

This letter is being issued at the request of the candidate and strictly for the purpose of educational verification by your organization.

Please feel free to contact us for any further clarification.

Sincerely,

[Authorized Signatory Name]
[Designation]
[Institution/University Name]
[Contact Information]

Important Notes:

- This document is valid only if signed and stamped by the authorized official.
- All details mentioned are based on the records available with the institution at the time of issuance.
- This letter should not be used for purposes other than third-party educational verification.
- Alteration or misuse of this document is strictly prohibited and may invite legal action.