

**GLASGOW CALEDONIAN UNIVERSITY - REGISTRY**

**CONFIRMATION OF AWARDS AUTHORISATION FORM**

Please complete this form **FULLY** to allow GCU to provide personal information relating to your time at the University.

**Please Note:**

This form must **only** be used by Graduates of GCU students who have formally graduated either in person or in absentia at a Graduation & Awards ceremony and received a certificate.

**YOUR DETAILS**

Name .....

Current Address.....

.....

..... Post Code .....

Date of Birth ..... Phone No.....

Title of Award and Year of Graduation .....

**ORGANISATION DETAILS (to whom the information has to be provided)**

Name .....

Contact Email Address .....

**DECLARATION:**

**I declare the above information is accurate. I authorise Glasgow Caledonian University to disclose the personal information to the organisation named above.**

Signature ..... Date .....

Please email this form to: [confirmationofstudy@gnu.ac.uk](mailto:confirmationofstudy@gnu.ac.uk) or post to GCU, Registry, 70 Cowcaddens Road, Glasgow, G4 OBA

In order to release this information there is a fee of £35 which must be paid via <https://store.gnu.ac.uk/>

**PLEASE ALLOW FIFTEEN WORKING DAYS FOR YOUR APPLICATION TO BE PROCESSED ON RECEIPT OF BOTH THIS FORM AND PAYMENT OF THE FEE.**