

## INFORMATION

This form is to be used for past students who require their degree verified for the Department of Foreign Affairs.

## 1. PERSONAL DETAILS

JCU Student Number (8 digits):

Title:  Dr  Mr  Ms  Mrs  Miss  Other: \_\_\_\_\_ Family name: \_\_\_\_\_

First given name: \_\_\_\_\_ Second given name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

JCU email address: \_\_\_\_\_ Daytime phone number: \_\_\_\_\_

Course: \_\_\_\_\_

## 2. DOCUMENT DETAILS

I would like the following documents (enclosed) stamped and signed with an original signature:

Testamur  Academic Record

**Please forward the documents to:**

Department of Foreign Affairs & Trade – Brisbane (Express post)	Cost - \$10
Return to me (regular post within Australia) Address: _____ _____	Cost - free
Return to me (Express post within Australia) Address: _____ _____	Cost - \$10
Return to me (Courier overseas) Address: _____ _____	Cost - \$40
Other collector from the Student Centre (photo ID will be required on collection) Name of collector: _____	Cost - free

## 3. PAYMENT DETAILS:

Payments can be made in person at the Student Centre in Townsville or Cairns by **EFTPOS** or **Credit Card** only.  
Monday, Tuesday, Thursday and Friday from 9.00am - 5.00pm and Wednesday from 10.30am - 5.00pm.

Please charge my credit card for the amount of \$ \_\_\_\_\_ on account:  Visa  Mastercard

Card number:                      CVV:    Expiry Date: \_\_\_\_/\_\_\_\_

Card holder's name: \_\_\_\_\_ Card holder's signature: \_\_\_\_\_

## 4. PLEASE RETURN THIS COMPLETED FORM TO:

James Cook University  
Student Centre  
Chancellery Building (Bld. A1)  
Cairns, 4870  
Telephone (07) 4232 1000

James Cook University  
Student Centre,  
Education Central (Bld. 134)  
Townsville, 4811  
Telephone (07) 4781 5255