

<p>(4) Notarization from study and examination files</p> <p>a) Completion of study dates back no longer than one year b) Completion of study dates back more than one year</p> <p><input type="checkbox"/> Diploma: __x "Zeugnis" __x "Urkunde" <input type="checkbox"/> Bachelor/Master Degree Certificate: __x "Zeugnis" __x "Urkunde" __x Transcript of Records __x Diploma Supplement <input type="checkbox"/> Doctor Certificate: __x "Zeugnis" __x "Urkunde" Other documents: <input type="checkbox"/> __x _____</p>		<p>a) 6 € / Copy b) 25 € / Copy</p>
	<p>(5) Sealing of documents in an envelope</p> <p>The following documents should be included: _____</p>	<p>17 €</p>
	<p>(6) Additional certificates (e.g. <input type="checkbox"/> __x No objection certificate <input type="checkbox"/> __x Ranking certificate) Other (please explain what is needed): _____</p>	<p>17 € / each quarter of an hour or part thereof processing time</p>
	<p>(7) Issuing of an Education Verification</p>	<p>17 € / each quarter of an hour or part thereof processing time</p>
	<p>(8) Copies of the following documents: _____</p>	<p>1.20 € / first copy All additional copies: 0.80 € / copy</p>

I will pay the fees due

- by EC debiting procedure at the Welcome Desk of the Student Services Office
 by bank transfer or
 by credit card payment

After receipt of payment, you may choose between collecting the documents and mailing:

- I or an authorized representative will collect the documents. Please notify me by E-Mail:

- Please send the documents via registered mail to the aforementioned address.
 Additionally, please send the documents to the above mentioned e-mail address.

Note: If payment is not made within four weeks of submission, the application will expire.

Date _____ Signature of applicant _____