



www.meu.edu.et

## Office of Main Registrar

P.O.BOX 318 Email : mainregistrar@meu.edu.et

### Original Diploma Request

**NOTE:**

- ① Make sure you bring a Tempo certificate you Collected from the University (original), including valid ID card/ passport, if via a legal delegate, evidence from Document Authentication and Registration Authority) and a valid ID of the delegate
- ② Letter of Cost-sharing and Receipt from Revenues Authority or Ethiopian Customs Commission( BOTH ORIGINAL)
- ③ If sponsored by a University, a letter from the AVP office indicating the completion of the required service (original). Letter from the Ministry or relevant Health Center (original) if sponsored by Ministry of Health(Original).

#### STUDENT INFORMATION

Fullname [ENGLISH]	Current Firstname		Current Middlename		Current Lastname	
Fullname [AHMARIC]	ስም		የአባት ስም		የአያት ስም	
ID NO		Sex	Male	Female	Date of Birth(GC)	
Program/Field of Study						
Degree(s) Awarded	B.Sc.	B.A	LLB	B.Pharm	M.Sc.	M.A MBA
Program Type	Regular	Weekend	Evening	Summer		
Contacts	Email Address			Phone Number		
		@		(+251)		
Date of Graduation	[in Gregorian Calendar]			[In Ethiopian Calendar]		
	(dd/mm/yyyy)			(dd/mm/yyyy)		

Provided Documents:	Tempo Certificate[Original]
	[Official Letter from A/A/V/P or Ministry Health
	Cost-sharing Letter
Reason for Request:	Transfer
	Study
	Other

Student Signature \_\_\_\_\_ DATE : \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Day Month Year

Please deliver this completed form along with the required documents