

Department Letterhead

Delete red text and print letter on official UW department letterhead paper

RE: (Student Name)

To Whom It May Concern:

This is to certify that the above named student has completed, or will complete, all required coursework for their program of study and will officially graduate from UW by (insert last date of semester finals for current semester) and are recommended for Optional Practical Training by their academic department.

Education Level: (Doctorate or Master's)

Academic Major:

Sincerely,

(Department authority signature, name, and title)