

## TUMS-IC Students' Settlement Form

**This is to certify that:**

Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ defended his / her thesis on \_\_\_\_\_, and submitted **thesis' CD, Student ID Card** to the TUMS-IC office of Educational Affairs on \_\_\_\_\_.

**Educational Director of International Students**

Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ paid all outstanding fees in full on \_\_\_\_\_ and has **NO** remaining debts to this department.

**Head of the Financial Department**

Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ submitted one copy of his/her thesis to the TUMS-IC office of Research Affairs on \_\_\_\_\_.

**Vice-Dean for Research Affairs**

Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ vacated his / her room, turned in keys and returned all original furnishings and accessories on \_\_\_\_\_ and has **NO** remaining debts to the dorm.

**Vice-Dean for Student Affairs**

**Dormitory Affairs Officer**

**Cultural Student Affairs Officer**

Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ has returned all the books/items he had borrowed from this library. The last item was returned to this library on \_\_\_\_\_ and he/she does **NOT** have any books on loan or outstanding fees.

**Director of the School Library**

Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ submitted below documents to this office on \_\_\_\_\_.

A) English Certificate

B) Permanent Exit Permission

**Director of International Affairs and Development**

It is hereby certified that Mr. /Ms. \_\_\_\_\_ student in \_\_\_\_\_ completed the alumni profile on \_\_\_\_\_.

**Director of International Alumni Office**