

# University Letterhead

20 May 2017

To whom it may concern:

This letter is to confirm that Mr John Smith (ID123456) is currently enrolled in a Doctor of Philosophy (PhD) at the University of Example.

Mr Smith's enrolment commenced on 03 July 2015 and his expected completion is 03 July 2018.

Should you have any questions please do not hesitate to contact me.

Kind Regards,

## SIGNATURE

David Michaels  
Enrolment Coordinator  
Example University  
[David.Michaels@example.edu.au](mailto:David.Michaels@example.edu.au)  
Ph 01 2132 3234

# University Letterhead

20 May 2017

To whom it may concern:

Enrolment Details – Mr John Smith (Example University Student ID 123456)

I confirm that Mr John Smith is currently enrolled as a research student at the Example University. His enrolment details are as follows;

<b>Student Name:</b>	Mr John Smith
<b>Enrolling Institution:</b>	Example University
<b>Student ID:</b>	123456
<b>Current Status:</b>	Enrolled
<b>Program Details:</b>	Doctor of Philosophy (PhD)
<b>Faculty:</b>	Science
<b>Commencement:</b>	3 July 2015
<b>Expected Completion Date:</b>	3 July 2018

Should you have any questions please do not hesitate to contact me.

Kind Regards,

## SIGNATURE

David Michaels  
Enrolment Coordinator  
Example University  
[David.Michaels@example.edu.au](mailto:David.Michaels@example.edu.au)  
Ph 01 2132 3234