



**The University of Fiji**  
(An Entity of Arya Pratinidhi Sabha of Fiji)

**FORM: OREG008**

*Registered with the Fiji Higher Education Commission as a University under the Higher Education Act 2008.  
Registration Certificate Number (RGN0020/11)*

## Student Request Form

Student ID No.

Full Name:

Email Address:

Mailing Address:

Mobile Contact:

*Please provide at least one method (e-mail address, mailing address, or phone number) in order that we may communicate the outcome of your complaint.*

Private ☐ FNPF ☐ NTS ☐ FAB ☐ TESL ☐ OTHERS ☐

(Please tick one box)

REQUEST (Please tick one box)

Result Notice ☐ Official Academic Transcript ☐ Unofficial Academic Transcript ☐

Confirmation/English Letter ☐ Programme Audit ☐ Course Descriptor/Outline ☐

Reprint of Certificate ☐ Change of Campus \_\_\_\_\_ Others (Specify) \_\_\_\_\_

For Certification / Verification Letter – please state the Date of Graduation:

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Official USE ONLY**

Student Academic Services: \_\_\_\_\_ Sign/Date \_\_\_\_\_

Examinations Officer: \_\_\_\_\_ Sign/Date \_\_\_\_\_

Finance Officer: \_\_\_\_\_ Sign/Date \_\_\_\_\_

Actioned ☐ Fileaway ☐ Pending ☐ Awaiting decision ☐ Student informed ☐

Completed Request for Resumption of Studies Forms should be emailed to Student Academic Services  
at [sas@unifiji.ac.fj](mailto:sas@unifiji.ac.fj) or [admissions@unifiji.ac.fj](mailto:admissions@unifiji.ac.fj)