



Office of the University Registrar
 Certification Services
 7380 W Sand Lake Rd Suite 500 Orlando, FL 32819
 Tel: 407.801.5140 Registrar: office 506

Web: <http://iulf.education> E-mail: registrar@iulf.education

INTERNATIONAL AUTHENTICATION VERIFICATION

Additional authentication may be required for university academic documents that will be used abroad. The Registrar's Office prepares your documents to attest to their validity, which may be a diploma (original or copy submitted by student), an official transcript (submitted by student), or an official verification.

Verification requests submitted using this form are normally completed by the **registrar within 5 business days and within 20 days or longer during peak periods.**

Shipping of documents may require WEEKS if sent Internationally. All certification fees must be paid in advance and are nonrefundable.

Do not submit fee payment without first verifying your academic and financial standing with the Registrar's Office!

Please note that this form verifies that there are no financial holds on the student record.

Student Name: _____

Last Name

First Name

Middle Initial

ID Number: _____

Date of Birth: ____/____/____

(mm/dd/yyyy)

E-mail: _____

Telephone: _____

Authentication Requested:

Processing Fee (Flat fee) = \$ 120

Diploma ____ x \$30.00 each = \$ _____

Transcript ____ x \$30.00 each = \$ _____

Verification ____ x \$20.00 each = \$ _____

Shipping (Flat Fee)

- USA= \$ 35
- International= \$ 260
- Billed to recipient please provide your account

Total = \$ _____

Do not submit fee payment without first verifying charges with Registrar's Office Certifications Services.

Signature: _____ Date: _____

Hold for pick up Mail to _____

Emailed to: _____

Registrar Use Only: Payment Receipt _____ Notarized By _____ Released By _____ Release Date _____