



PARENT'S AUTHORISATION LETTER

My son / daughter _____ (Graduate's Full Name),

IC No. TXXXX□□□□ from Class _____ (Year _____), and I,

Mr / Ms _____ (Parent's Full Name), IC No.

SXXXX□□□□ are unable to collect the **School Graduation Certificate (SGC)**

in person.

I hereby authorise Mr / Ms _____ (Full Name),

IC No. □XXXX□□□□, who is my sister / brother / son / daughter or

others _____ (State the Relationship) to collect the **SGC** on behalf.

Signature of parent : _____

Contact number of parent : _____

Signature of authorised personnel : _____

Contact number of authorised personnel : _____

Date collected : _____

Note:

Authorised personnel must produce Photo ID for identification at the General Office.