



STATUTORY DECLARATION

I of
..... in the County of
(Occupation) Aged 18 years and upwards do solemnly and sincerely
DECLARE that:

1. I am one and the same person on whom the award: (Please tick as appropriate)

National Certificate	<input type="checkbox"/>	National Diploma	<input type="checkbox"/>
Higher Certificate	<input type="checkbox"/>	Higher Diploma	<input type="checkbox"/>
Ordinary Bachelors Degree	<input type="checkbox"/>	Honours Bachelors Degree	<input type="checkbox"/>
Postgraduate Diploma	<input type="checkbox"/>	Higher Diploma	<input type="checkbox"/>
Masters Degree	<input type="checkbox"/>	Doctorate Degree	<input type="checkbox"/>

Of Technological University of the Shannon (formerly Athlone Institute of Technology) was
conferred in or about the month of in the year, and that I was the
recipient of the said Certificate/Diploma/Degree parchment.

2. The said parchment of which I was the recipient has been lost and despite careful and exhaustive
searches, cannot be located. I therefore believe it to have been irretrievably lost or destroyed.

3. I hereby request that a replacement be issued to me by TUS (formerly Athlone Institute of
Technology) and I make this solemn Declaration conscientiously believing the same to be true of
the benefit of the Governing Body of the Institute and by the virtue of the Statutory Declaration
Act, 1938.

Declared by the said

This Day of 20.... In the City/County of
..... before me, a Commissioner of Oaths
and I know the Declarant

Commissioner of Oaths

Address: _____

Telephone: _____

Stamp:



REQUEST FORM – DUPLICATE PARCHMENT

FORENAME: _____ **SURNAME:** _____

ADDRESS:

STUDENT ID: _____ **DATE OF BIRTH:** _____

ADDRESS: *(at time of conferring – if different from above)*

CONTACT
TELEPHONE NO: _____ **EMAIL:** _____

DATE/YEAR OF CONFERRING: _____

COURSE: _____

Please send completed form to:

*The Examinations Office
Technological University of the Shannon: Midlands Midwest
University Road, Athlone, Co. Westmeath N37 HD68, Ireland
Email: exams.midlands@tus.ie*

Please note that the word “Duplicate” will appear on the reissued parchment.

Please note that all HETAC (formerly NCEA) parchments awarded before 2004 should be requested directly from The Awards Office, HETAC, 26-27 Denzille Lane, Dublin 2

Please note: Once the duplicate parchment has been re-issued you will be contacted by phone for the payment of **€65.00** (a receipt will issue to you with your parchment, by registered post).